



## CITY OF BARABOO COMMON COUNCIL AGENDA

Council Chambers, 101 South Blvd., Baraboo, Wisconsin

Tuesday, August 11, 2020, 7:00 P.M.

This meeting is open to the public. With the health concerns regarding COVID-19, the public is strongly encouraged to view the meeting remotely by watching Channel 982. **The City requires anyone appearing in person to wear a mask and practice social distancing.**

### **Regular meeting of the City of Baraboo Common Council, Mayor Mike Palm presiding.**

Notices Sent To Council Members: Wedekind, Kolb, Plautz, Kent, Petty, Ellington, Sloan, Kierzek, and Thurow

Notices Sent To City Staff, Media And Other Interested Parties: Interim City Admin. Geick, Atty. Truman, CDA Dir. Cannon, Clerk Zeman, DPW Dir./Engineer Pinion, Finance Dir. Haggard, Fire Chief Stieve, Library Dir. Bergin, Parks & Rec. Dir. Hardy, Police Chief Schauf, Street Super. Gilman, Utility Super. Peterson, Treasurer Laux, the Baraboo News Republic, WBDL, 99.7FM, Citizen Agenda Group, Media Agenda Group, *Tim Lawther, Sauk County Health Officer, Tom Pinion, Mark Wichner, Andrea Jansen (Baker Tilly)*

#### 1. **CALL TO ORDER**

#### 2. **ROLL CALL AND PLEDGE OF ALLEGIANCE**

#### 3. **APPROVAL OF PREVIOUS MINUTES** (*Roll Call*): July 28, 2020

#### 4. **APPROVAL OF AGENDA** (*Roll Call*)

#### 5. **COMPLIANCE WITH OPEN MEETING LAW NOTED**

#### 6. **PRESENTATIONS**

- Update from Sauk County Health Department.
- Andrea Jansen from Baker Tilly Virchow Krause, LLP will present the City's 2019 Audit Report

#### 7. **PUBLIC HEARINGS** - None

#### 8. **PUBLIC INVITED TO SPEAK** (*Any citizen has the right to speak on any item of business that is on the agenda for Council action if recognized by the presiding officer.*)

#### 9. **MAYOR'S BUSINESS**

- The Mayor would like to congratulate the following City employees on their anniversaries:
  - Gretchen Roltgen, Circulation Assistant, Library 15 years
  - Tom Pinion, City Engineer/Director of Public Works, 10 years
  - Mark Wichner, Patrol Sergeant, 10 years
- The Mayor requests that any Councilmember who makes a motion, seconds a motion, and/or comments on an item first identify themselves.

#### 10. **CONSENT AGENDA** (*Roll Call*)

CA-1...Approve the accounts payable to be paid in the amount of \$\_\_\_\_\_.

CA-2....Approve the appointment of Matthew Boegner to fill unexpired term of Ed Geick on Plan Commission serving until April 18, 2023.

# 11. **NEW BUSINESS – RESOLUTIONS**

NBR-1... Consider request by Stage III Theater to waive April and May Civic Center rent due to building closure from COVID-19 restrictions. *(Hardy)*

NBR-2...Consider approving the Baraboo Transit Updated Rates. *(Haggard)*

NBR-3...Consider approving a Class “B” (Beer) and “Class C” Wine License for the Las Milpas, LLC restaurant at 603A 8<sup>th</sup> Ave. *(Schauf/Truman)*

NBR-4...Request to approve Tom & Teri Dorner’s request for excessive household animals (three dogs). *(Schauf)*

NBR-5...Consider request to sell City owned property (2.1 acre vacant lot on Lake Street) to Driftless Glen Distillery. *(Geick)*

# 12. **NEW BUSINESS – ORDINANCES** - None

# 13. **COMMITTEE OF THE WHOLE** – *(Note: To take action in Committee of the Whole, the following motion should be made: Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to suspend Council Rule §2.04(15) of the Municipal Code, as permitted by §2.04(20) of the Municipal Code, to allow action to be taken within Committee of the Whole.)*

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_, to enter Committee of the Whole to discuss:

Item 1: An update to the 2021 Goals for the City

Item 2: An update to the Resolution/Ordinance for wearing masks within the City as directed at the July 28, 2020 Council mtg. *(Note: City Atty will suggest postponing discussion given Gov.’s Emergency Order #1)*  
*(Roll Call)*

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_, to rise and report from Committee of the Whole and return to regular session. *(Roll Call)*

# 14. **ADMINISTRATOR AND COUNCIL COMMENTS** *(Comments are limited to recognition of City residents and employees, memorials, and non-political community events; discussion of matters related to government business is prohibited.)*

# 15. **REPORTS, PETITIONS, AND CORRESPONDENCE** The City acknowledges receipt and distribution of the following:

- **Reports:** Airport – July 2020

- **Minutes from the Following Meetings:**

**Copies of these meeting minutes are included in your packet:**

Finance.....7-14-2020

**Copies of these meeting minutes are on file in the Clerk's office:**

PFC.....6-15-2020

- **Petitions and Correspondence Being Referred:** None

# 16. **ADJOURNMENT** *(Voice Vote)*

Brenda Zeman, City Clerk

*For more information about the City of Baraboo, visit our website at [www.cityofbaraboo.com](http://www.cityofbaraboo.com)*

## August 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
9	10	11	12	13	14	15
	*Park & Rec	*Finance *Council <b>Election Day</b>				
16	17	18	19	20	21	22
	*SCDC *PFC	*Plan *Library	*BID	*UW Campus		
23	24	25	26	27	28	29
		*Finance *Council	*Ambulance	*Public Arts *Emergency Mgt		
30	31	1	2	3	4	5
	*Public Safety					

**PLEASE TAKE NOTICE** - Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires the meeting or materials at the meeting to be in an accessible location or format should contact the City Clerk at 101 South Blvd., Baraboo WI or phone (608) 355-2700 during regular business hours at least 48 hours before the meeting so reasonable arrangements can be made to accommodate each request.

**Council Chambers, Municipal Building, Baraboo, Wisconsin  
Tuesday, July 28, 2020 – 7:00 p.m.**

Mayor Palm called the regular meeting of Council to order.

Roll call was taken.

Council Members Present: Wedekind, Kolb, Plautz, Kent, Petty, Ellington, Sloan, Kierzek, Thurow  
Council Members Absent:

Others Present: Chief Schauf, Clerk Zeman, Adm. Geick, Atty. Truman, K. Stieve, P. Cannon, T. Pinion, M. Willer, R. Werner, members of the press and others.

The Pledge of Allegiance was given.

Moved by Kent, seconded by Wedekind and carried unanimously to approve the minutes of July 14, 2020.

Moved by Ellington, seconded by Kolb and carried unanimously to approve the amended agenda, removing NBR-1 and moving the Public Invited to Speak to just before Committee of the Whole.

**Compliance with the Open Meeting Law was noted.**

**PRESENTATIONS**

- Update from Sauk County Health Department – Tim Lawther
- Update on St. Clare Hospital – Laura Walczak

**PUBLIC HEARINGS** – None.

**MAYOR'S BUSINESS**

- The Mayor will proclaim the Month of August 2020 as Children's Vision and Learning Month.

**CONSENT AGENDA**

**Resolution No. 20-63**

THAT the Accounts Payable, in the amount of \$ 677,155.81 as recommended for payment by the Finance/Personnel Committee, be allowed and ordered paid.

**Resolution No. 20-64**

That the following budget amendments are authorized:

- 2<sup>nd</sup> Quarter, 2020 City-Wide Supplemental Budget Amendments for (\$27,083)
- 2<sup>nd</sup> Quarter, 2020 City-Wide Budgetary Transfers \$31,317

**City of Baraboo  
2nd Quarter Budget Amendments**

Department	Account Number	Account Name	Original Budget	Increase/ (Decrease)	Amended Budget
Economic Development	100-15-49300-400	Fund Balance Applied-Marketing	14,000	10,000	24,000
Economic Development	100-15-56710-290-400	Other Contracted Services-Desi	18,600	10,000	28,600
<i>To appropriate FB for Small Business Relief Fund</i>					
Fire	100-21-48400-000	Insurance Recoveries	12,781	1,889	14,670
Fire Protection	100-21-52200-240-000	Repair & Maint Service-Vehicle	18,281	1,889	20,170
<i>To appropriate insurance proceeds, 2018 Pierce E-3</i>					

Parks	100-52-46810-000	Timber Sales	-	4,242	4,242
ROW - Trees	100-52-53370-377-000	Trees, Seed, Sod	3,510	4,242	7,752
<i>To appropriate revenue from timber sales</i>					
General Government	100-10-48400-000	Insurance Recoveries	-	5,470	5,470
Police Department	100-20-52110-240-000	Repair & Maint Service-Vehicle	20,000	5,470	25,470
<i>To appropriate ins proceeds to repair police vehicle</i>					
Fire	100-21-48400-000	Insurance Recoveries	10,579	4,091	14,670
Fire Protection	100-21-52200-240-000	Repair & Maint Service-Vehicle	16,079	4,091	20,170
<i>To appropriate ins proceeds to repair light tower</i>					
Parks	870-52-49300-000	Fund Balance Applied	83,250	1,500	84,750
Zoo	870-52-55410-300-000	Operating Expense	-	1,500	1,500
<i>To appropriate FB for animal purchases</i>					
Street Department	100-31-46390-000	Public Works Maint Charges	4,000	1,225	5,225
Snow & Ice	100-31-53350-270-000	Special Services	2,000	1,225	3,225
<i>To appropriate revenue for compliance snow removal</i>					
Economic Development	100-15-49300-400	Fund Balance Applied-Marketing	20,000	4,000	24,000
Economic Development	100-15-56710-290-400	Other Contracted Services-Desi	24,600	4,000	28,600
<i>To appropriate designated funds for hotel study</i>					
Recreation	100-53-46750-210	Swimming Pool - Daily Swim	38,500	(38,500)	-
Recreation	100-53-46750-220	Swimming Pool - Lessons	18,000	(18,000)	-
Recreation	100-53-46750-231	Swimming Pool - Water Aerobics	3,000	(3,000)	-
Pool	100-53-55420-120-210	Wages-Lifeguard	50,240	(50,240)	-
Pool	100-53-55420-120-220	Wages-Swimming Lessons	5,600	(5,600)	-
Pool	100-53-55420-130-000	Social Security	4,272	(4,272)	-
Pool	100-53-55420-215-231	Prof Services - Water Aerobics	1,700	(1,700)	-
Pool	100-53-55420-345-000	Chemicals	9,550	(9,550)	-
Pool	100-53-55420-346-000	Uniforms	939	(939)	-
Pool	100-53-55420-221-000	Water & Sewer	3,650	(2,450)	1,200
Pool	100-53-55420-222-000	Electricity	7,900	(6,550)	1,350
Pool	100-53-55420-223-000	Heat	4,250	(3,500)	750
Pool	100-53-55420-250-000	Repair & Maint Serv-Equipment	3,800	(2,300)	1,500
Pool	100-53-55420-280-000	Repair & Maint Serv-Facilities	8,500	(2,399)	6,101
Pool	100-53-55420-861-000	Facilities Improvements	-	30,000	30,000
<i>To approp General Fund Balance for Administrator recruitment</i>					
Net impact on all city-wide funds' budgets				\$	(27,083)
Net impact on City's General Fund Only				\$	(28,583)

**Resolution No. 20-65**

THAT, Shelley Mordini and Chantel Steinhorst be reappointed to the Park and Recreation Commission serving until July 31, 2023.

Moved by Petty, seconded by Kolb and carried that the Consent Agenda be approved-9 ayes.

**ORDINANCES ON 2<sup>ND</sup> READING**

Moved by Wedekind, seconded by Ellington and carried unanimously to approve the 2<sup>nd</sup> reading of **Ordinance No. 2554** revising §7.02 of the Baraboo Municipal Code to provide for No Parking Any Time on the south side of Quarry Street, from Waldo Street to a point 350 east of the centerline of Waldo Street.

Moved by Thurow, seconded by Ellington and carried unanimously to approve the 2<sup>nd</sup> reading of **Ordinance No. 2555** updating §12.01(6) of the Baraboo Municipal Code for the expiration date for licenses and permits.

Moved by Ellington, seconded by Sloan and carried unanimously to approve the 2<sup>nd</sup> reading of **Ordinance No. 2556** adopting a new Chapter in the Baraboo Municipal Code dedicated to ordinances regulating animals.

Moved by Petty, seconded by Wedekind and carried unanimously to approve the 2<sup>nd</sup> reading of **Ordinance No. 2557** amending §1.30, “Baraboo District Ambulance Commission,” of the Baraboo Municipal Code by combining and consolidating Ch. 28, “Baraboo District Ambulance Commission,” into that Section.

Moved by Kolb, seconded by Kent and carried unanimously to approve the 2<sup>nd</sup> reading of **Ordinance No. 2558** approving General Development Plan for Collaborative Properties, LLC as a Planned Unit Development (PUD) to construct a 2,764 sq. ft. single-story commercial office building with a 10-foot rear yard setback in a B-3 zoning district on the property located at 908 8<sup>th</sup> Street.

**NEW BUSINESS - RESOLUTIONS****Resolution No. 20-66**

**Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:**

THAT the Fire Chief is authorized to purchase 32 MSA G1 Self Contained Breathing Apparatus (SCBA), spare bottles, face pieces, supplied air respirators, rapid intervention team packs and associated equipment from 5 Alarm Fire & Equipment, LLC for the amount of \$280,134.

FURTHER all other bids/price quotes are rejected.

Moved by Sloan, seconded by Ellington and carried that **Resolution No. 20-66** be approved-9 ayes.

**Resolution No. 20-67**

**NOW, THEREFORE**, it is resolved by the Common Council of the City of Baraboo, Sauk County, Wisconsin, as follows:

That the Common Council hereby requests the Joint Review Board consider the creation of two new TID Distrusts within the City (TID 10 and 11) as overlay districts for existing TID Districts 7 and 8.

Moved by Sloan, seconded by Wedekind and carried that **Resolution No. 20.67** be approved-9 ayes.

**PUBLIC INVITED TO SPEAK**

Dr. Ethan Carlson, S5354 Sleepy Hollow Rd, Baraboo: Spoke in favor of a mask requirement

Susan VanRensselaer, 213 2<sup>nd</sup> Street, Baraboo: Spoke against a mask requirement

Shane Gibson, 904 Moore St. #478: Spoke in favor of a mask requirement

Mary Dressen, S4034 Old Hwy 33, Baraboo - Representing Pizza Rach at 916 Gateway Dr. Spoke against a mask requirement.

Karen Swallen, 709 Bascom Hill Dr. Baraboo: Spoke in favor of a mask requirement

Kristen Wells, S5232 Bluff Rd, Baraboo: Spoke in favor of a mask requirement

Steve Witters, 1600 15<sup>th</sup> St, Baraboo: Spoke against a mask requirement.

Richard Hochleutner, 726 12<sup>th</sup> St, Baraboo: Spoke against a mask requirement.

Gayland Leatherberry, 304 12<sup>th</sup> Ave, Baraboo: Spoke against a mask requirement.

Richard Cross, 718 Bascom Hill, Baraboo: Spoke against a mask requirement.

Richard Musser, 821 9<sup>th</sup> St, Baraboo: Spoke against a mask requirement.

Ginny Maziarka, E11248A Birnam Woods, Rd, Baraboo: Spoke against a mask requirement.

Robertas Kirkliuskas, 313 13<sup>th</sup> St, Baraboo: Spoke against a mask requirement.

Rawrence Mical, E11052 Wynsong Dr, Baraboo: Spoke against a mask requirement.

Randall Zeman, E13492 Hwy 33, Baraboo: Spoke against a mask requirement.

Diane Deering, E11045 Wynsong Dr, Baraboo: Spoke against a mask requirement.

Aimee Stieve, N695 Cty Rd. HH Lyndon Station: Spoke against a mask requirement.

Sonja Carpiaux, 1221 2<sup>nd</sup> St, Baraboo: Spoke against a mask requirement.

Trisha Bries, 1211 2<sup>nd</sup> St, Baraboo: Did not wish to speak but registered against a mask requirement.

Steve Higgins, E11740 Cty Rd DL, Baraboo: Registered against a mask requirement.

Kurt Goeckermann, 503 9<sup>th</sup> St, Baraboo: Spoke in favor of a mask requirement.

Dale Stieve, N695 Cty Rd. HH Lyndon Station: Spoke against a mask requirement.

Charles Hocll, S7559 US 12 Lot M-1, North Freedom: Spoke against a mask requirement.

Amy Fritsch, 912 2<sup>nd</sup> St, Baraboo: Spoke against a mask requirement.

Ashley Zirzow, 1707 Amundson Dr, Baraboo: Spoke against a mask requirement.

Tina Hinze, E8240 Cty Rd. W, North Freedom: Registered against a mask requirement.

Scott Larson, 510 4<sup>th</sup> Ave, Baraboo: Spoke against a mask requirement.

M. Colleen Finkl, 1104 Ash St, Baraboo: Spoke in favor of a mask requirement.

Raquel Schwanbeck, 1514 Ash St, Baraboo: Spoke against a mask requirement.

Scott Frostman, 509 14<sup>th</sup> Ave, Baraboo: Spoke against a mask requirement.

Julianne Patten, 436 Russell St, Baraboo: Spoke against a mask requirement.

Dave Wester, 420 White Spruce, Baraboo: Spoke in favor of a mask requirement.

The Mayor closed the Public Invited to Speak.

### **COMMITTEE OF THE WHOLE**

Moved by Wedekind, seconded by Kolb, and carried unanimously to enter Committee of the Whole to discuss the COVID-19 pandemic as it relates to the City of Baraboo and actions that may be taken by the Common Council, including:

- Adopting an ordinance, resolution or policy for wearing masks within the City of Baraboo.

Atty. Truman explained the four options that are before the Council for discussion tonight are:

Option 1: No formal action, keep status quo.

Option 2: Adopt a policy. This is one of the least restrictive levels of a mandate. The Council can adopt a policy and she recommends this just for City employees, including Council members, wear a mask while at work. It is recommended that an Ordinance be adopted if the Council would like to recommend wearing a mask in City owned or operated buildings.

Option 3: Adopt a Resolution. A resolution is typically used to provide a formal opinion or policy by the Council or to give authorization to the City or staff to take certain action. They very rarely contain penalties.

Option 4: Adopt an Ordinance. An ordinance is a law and typically seen with anything that is regulated. If the Council wants to take any kind of enforcement action, they should adopt an ordinance. There is the option to adopt an ordinance without a penalty; however, ordinances typically include penalties.

Ald. Kolb noted thought it would be best explain the exceptions such as “due to physical, mental illness or impairment, or disability that means you cannot put on, wear, or remove a face covering” would be better.

Ald. Sloan questioned who has the right to ask someone without a mask to get a mask? Atty. Truman explained that technically it would be the owner and/or operator of the facility. They have the right to ask certain, very limited scope questions.

Ald. Kolb questioned the requirement to wear a mask when inside, not able to social distance whether or not the space is open to the public. His understanding is that if the general public does not have access to that space, it's not a requirement; this would be a decision for the business. The ordinance would be placing the City's requirement on this business to make sure they do wear masks. This would require employees on the factory floor to wear masks whether or not the space is open to the public. Atty Truman also clarifies that there would be an exception if wearing a mask created a reasonable safety risk; there is a requirement on the business owner to determine if the employee can safely wear a mask to do their job.

Ald. Plautz questioned exceptions for churches as they are currently following the guidelines and have no reported breakouts. Atty Truman notes that this can be added as an exception as well.

Ald. Petty states that his preference would be to enforce a policy for City buildings. Many local businesses are already requiring masks and compliance has been generally very good. He feels our local business community has the best welfare of themselves, their employees, and their customers at interest. As a consumer, residents have the right to decide what businesses they want to visit. He is not in favor of a citywide mandate across the board for masks, he does not feel it is necessary. His concern is that if they do this, it will hurt a number of service industries that have already been hit by

the stay home order.

Ald. Sloan noted that we continue to discuss reducing spread. He confirmed with Tim Lawther that there are currently zero hospitalizations in Sauk County and no deaths since April. We were asked to flatten the curve and we all stayed home. At some point, if there is no cure and no natural immunity, it has to spread. Tim Lawther responds with it is far more than just hospitalization and deaths, it is to prevent these things from happening.

Ald. Kolb questioned Tim Lawther on how many tests were given of positive cases? Tim Lawther states that they have done 11,832 people have been tested negative. That testing rate has gone up over the course of July yet our positivity rate has been fairly consistent. As of this morning, there was roughly 870 negative cases that were still not being counted in our pool. The present positivity rate for the month of July has been hovering between 3.5% and 4.0%. As you do more testing, you identify more positive cases.

Ald. Wedekind questioned Chief Schauf, if we were to pass an ordinance, how enforceable would it be? Chief Schauf stated that the enforcement of an ordinance of this nature would be exceptionally difficult.

Ald. Kent feels that whether it is an ordinance, a resolution, or a policy, with the exception of the people at the meeting, it becomes very confusing to the general public; it's unenforceable.

Atty. Truman & Mayor Palm reviewed the differences between an ordinance, a law with consequences, a resolution, a very strong request, and a policy.

Atty Truman confirms that the forfeiture could be put on the business owner or the mask wearer; there are options regarding this language.

Ald. Sloan states we have put enough burden on our businesses through the quarantine, through all of us, we certainly don't need to add that level to it. Monetary punishment at a time when people are unemployed and already going through tough times is probably not a real good move. Ald. Plautz agrees.

Ald. Ellington feels that cases are going to get worse before they get better based on the increase in positive cases. Ald. Kolb agrees and feels that preventative measures are always cheaper than dealing with consequences. Wearing masks is the most inexpensive way to reduce the spread of the virus.

Motion by Ellington, seconded by Kolb, to suspend Council Rule §2.04(15) of the Municipal Code, as permitted by §2.04(20) of the Municipal Code, to allow action to be taken within Committee of the Whole – 8 ayes, 1 nay (Plautz)

Motion by Kent, seconded by Sloan to stay with status quo – 3 ayes, 6 nays (Petty, Ellington, Kierzek, Thurow, Wedekind, Kolb) Motion Failed.

Motion by Kolb, seconded by Thurow to direct the City Atty. to draft an ordinance using some of the suggestions that have already been made this evening – 6 ayes, 3 nays (Kent, Sloan, Plautz) Motion Passes.

Motion by Ellington, seconded by Petty to direct the City Atty. to draft a resolution to be brought back at a future meeting for discussion – 5 ayes, 4 nays (Sloan, Kolb, Plautz, Kent) Motion Passes.

Moved by Thurow, seconded by Kolb to rise and report from Committee of the Whole and return to regular session – 9 ayes.

**ADMINISTRATOR AND COUNCIL COMMENTS** – None.

**REPORTS, PETITIONS, AND CORRESPONDENCE**

The City officially acknowledges receipt and distribution of the following:

- **Reports:** June, 2020 – Treasurer, Fire Dept.  
2<sup>nd</sup> Qtr. 2020 Financial Statements  
2<sup>nd</sup> Qtr. 2020 Baraboo Transit Service Financial Statements
- **Minutes from the Following Meetings:**

**Finance/Personnel Committee–Dennis Thurow Committee Room, #205**

**June 23, 2020**

**Members Present:** Petty, Sloan, Kent

**Absent:**

**Others Present:** Mayor Palm, Adm. Downing, Atty. Truman, L. Laux, M. Schauf, , C. Haggard, T. Pinion, Dawn Gunderson, Mark Link

**Call to Order** –Ald. Petty called the meeting to order at 6:15p.m. noting compliance with the Open Meeting Law. Moved by Sloan, seconded by Kent to approve the minutes of June 9, 2020 and carried unanimously. Moved by Kent, seconded by Sloan to approve the agenda and carried unanimously.

**Action Items**

- a) **Accounts Payable** – Moved by Sloan, seconded by Kent to recommend to Council for approval of the accounts payable for **\$730,778.93**. Motion carried unanimously.
- b) **Sale of Bonds** – Dawn Gunderson with Ehlers presented the results of the bond issuance sale and noted that Moody's did affirm our Aa3 rating. A total of three bids were received with the low bid from Baird, Milwaukee at 1.7073%. Because we had a premium bid, we were able to use that premium and downsize the issue. The issuance fees were also lower than originally estimated. The original bond amount was \$2,690,000; we were able to decrease the final bond amount to \$2,645,000. Moved by Sloan, seconded by Kent to recommend to Council for action. Motion carried unanimously.
- c) **Property Tax** - Adm. Downing explained that Sauk County is asking all municipalities to adopt Act 185 waiving interest and penalties on 2019 property tax installment payments until October 1, 2020. This gives the residents an extra two months to pay their property taxes. It also allows the County to keep the August settlement date regardless of the tax collected. Moved by Sloan, seconded by Kent to recommend to Council for action. Motion carried unanimously.
- d) **City-Wide Revaluation** Adm. Downing noted that prior to her employment, Ed Geick had come to the Finance Committee requesting that Tyler Technology, Inc. be awarded the contract for the citywide revaluation. Adm. Downing would like Tyler Technology, Inc. the chance to answer any questions the committee may have. Tyler Technology would be responsible for the residential and commercial properties within the City. Mark Link with Tyler Technologies explained that the \$107,000 will include a one year period of September 1, 2020 through August 30, 2021 for revaluation. The City will be invoiced monthly based on the progress of work. The new assessment values will be reflected as of January 1, 2021, payable in 2022. Moved by Sloan, seconded by Kent to recommend contracting with Tyler Technologies, Inc. in the amount of \$107,000 for the citywide revaluation to Council for action. Motion carried unanimously.

**Information Items** – None.

**Adjournment** – Moved by Sloan, seconded by Kent and carried to adjourn at 6:45pm.

**Administrative Committee**

**June 18, 2020**

**Present:** Alderpersons John Ellington, Heather Kierzek & Kathleen Thurow

**Absent:** None

**Also Present:** Mayor Palm, Finance Director, Cynthia Haggard; Police Chief, Mark Schauf (by phone); Police Lieutenant La Broschian; and City Clerk, Brenda Zeman.

**Citizen Present:** None

The meeting was called to order by Chairman John Ellington at 8:00AM CST., with roll call and noting compliance with the Open Meetings Law.

Upon the approval from the Committee, the minutes of June 1, 2020 were postponed to the July 6, 2020 meeting.

Motion by Kierzek to approve agenda, seconded by Thurow and unanimously carried.

Consider the 2020/2021 Liquor License Applications and recommendation to the Council

Class "A" Fermented Malt Beverage for establishments doing business as: Casey's General Store and Las Milpas

Motion to approve and move to council the Class "A" Fermented Malt Beverage by Kierzek, seconded by Thurow and unanimously carried.

Class "B" Fermented Malt Beverage for establishments doing business as: Driftless Glen Distillery, Jose's Mexican Bakery and Sauk County Agricultural Society.

Motion to approve and move to council the Class "B" Fermented Malt Beverage by Thurow, seconded by Kierzek and unanimously carried.

Class "A" Off Premise Liquor Consumption/on Premise Wine Samples for establishment doing business as: Bekah Kate's.

Motion to approve and move to council the Class "A" Off Premise Liquor Consumption/on Premise Wine Samples by Kierzek, seconded by Thurow and unanimously carried.

"Class A" Combo Liquor and Fermented Malt Beverage for establishments doing business as: Barabrew Liquor, Pierce's Express Market, Get N Go, Kwik Trip #657, Kwik Trip #855, Turner BP, United Cooperative and Wal-Mart.

Motion to approve and move to council the "Class A" Combo Liquor and Fermented Malt Beverage by Thurow, seconded by Kierzek and unanimously carried.

"Class B" Fermented Malt Beverage and "Class C" Wine for establishments doing business as: Al Ringling theatre, Four Star Family Restaurant, Broadway Diner, Ringling House and the Log Cabin Restaurant and Bakery.

Motion to approve and move to council the "Class B" Fermented Malt Beverage and "Class C" Wine by Kierzek, seconded by Thurow and unanimously carried.

"Class B" Combination Liquor and Fermented Malt Beverage for establishments doing business as: Baraboo Arts, Baraboo Elks Club, Baraboo Burger Company, Downtowner Bar & Grill, Bumps Bar, Four Seasons Restaurant, Brothers on Oak, Jose's Authentic Mexican Restaurant, Old Baraboo Inn, Peking Buffet, Poor Richards Bar, Quindt's Towne Lounge Restaurant & Eating House, Gem City Saloon, Square Tavern, Thunderbird Lanes, Little Village Café and Zach's Bar.

Motion to approve and move to council the "Class B" Combination Liquor and Fermented Malt Beverage by Thurow, seconded by Kierzek and unanimously carried.

"Class B" Reserve Combination Liquor and Fermented Malt Beverage for establishments doing business as: Al Ringling Brewing Co., and Con Amici.

Motion to approve and move to council the "Class B" Reserve Combination Liquor and Fermented Malt Beverage by Kierzek, seconded by Thurow and unanimously carried.

"Class B" Wine Only for establishment doing business as: Von Klaus Tasting Haus.

Motion to approve and move to council the "Class B" Wine Only by Thurow, seconded by Kierzek and unanimously carried.

"Class B" Wine Only and Class "B" Fermented Malt Beverage for establishment doing business as: Balanced Rock Winery.

Motion to approve and move to council the "Class B" Wine Only and Class "B" Fermented Malt Beverage by Kierzek, seconded by Thurow and unanimously carried.

Class "C" Wine for establishment doing business as: Bekah Kate's.

Motion to approve and move to council the Class "C" Wine by Kierzek, seconded by Thurow and unanimously carried.

Member comments

The next meeting will be Monday, July 6, 2020 at 8:00AM CST. Meeting location will be 101 South Boulevard.

Motion to adjourn by Thurow, seconded by Kierzek and unanimously carried. Meeting adjourned at 8:14AM CST.

#### **TID Joint Review Board**

**July 16, 2020**

Present: City of Baraboo, Alderperson Phil Wedekind; Baraboo School District, Kevin Vodak; Sauk County, Elizabeth Geoghegan; Madison Area Technical College, Dr. James Falco

Absent: None

Also Present: Mayor, Mike Palm; Interim City Administrator, Ed Geick; Executive Director of the Community Development Authority, Pat Cannon, Assistant Fire Chief, Mark Willer; City Finance Director, Cynthia Haggard; Stewart Koehler

Citizen Present: None

The meeting was called to order by City Alderperson Phil Wedekind at 11:00AM CDT., with roll call and noting compliance with the Open Meetings Law.

Moved by Vodak to approve the minutes of July 11, 2019, seconded by Dr. Falco and unanimously carried.

Motion by Vodak to approve agenda, seconded by Dr. Falco and unanimously carried.

#### **Selection of the Tax Incremental Financing Joint Review Board Chairperson, by majority vote for TID 6, TID 7, TID 8, and TID 9.**

Motion by Geoghegan to nominate Phil Wedekind as the Chairperson for TID 6, TID 7, TID 8 AND TID 9, seconded by Vodak with roll call and unanimously carried.

#### **Selection of the Tax Incremental Financing Joint Review Board Public Member, by majority vote for TID 6, TID 7, TID 8 and TID 9**

Mayor Palm provided background that he was originally the public member for the TIDs. He was the public member before becoming the Mayor. He expressed that in the best interest of the Board, he chose to step down from that roll and asked the Board to vote in a new public member. He informed the Board that he had asked Stewart Koehler to attend today's meeting in hopes he would be considered for the vacant public member position.

Motion by Dr. Falco to nominate Stewart Koehler as the public member for TID 6, TID 7, TID 8 and TID 9, seconded by Geoghegan with roll call and unanimously carried.

#### **Review annual reports and review the performance and status of the Open Tax Incremental Districts TID 6, TID 7, TID 8 and TID 9**

The Committee reviewed the annual reports for TID 6, TID 7, TID 8 and TID 9

The Committee reviewed the performance and status of TID 6, TID 7, TID 8 and TID 9, which included:

- Performance Highlights
- Outstanding Debt Service
- Estimated Future Performance
- Performance Graphs

#### **Discuss next meeting date and time to consider prospective extension of TID 7 and TID 8**

Pat Cannon presented information about the need for TID 7 and TID 8 extensions. He also discussed the timing of the next meeting being late July.

The Board agreed upon the next meeting being July 30<sup>th</sup> at 11:00AM CDT. The meeting location will be Council Chambers at 101 South Boulevard, and will have remote capability available through Microsoft Teams.

Motion by Vodak to adjourn the meeting, seconded by Geoghegan, meeting adjourned at 11:25AM CDT.

- **Copies of these meeting minutes are on file in the Clerk's office:**

Ambulance.....	4-22-2020, 5-27-2020	CDA.....	6-02-2020
Park & Rec.....	6-1-2020,6-22-2020	PFC.....	5-18-2020

- **Petitions & Correspondence Being Referred:**

#### **ADJOURNMENT**

Moved by Kolb, seconded by Petty, and carried on voice vote, that the meeting adjourn at 10:13pm.

---

Brenda Zeman, City Clerk

CA – 1

RESOLUTION NO. 2020 -

Dated: August 11, 2020

The City of Baraboo, Wisconsin

<i>Background:</i>
<b>Fiscal Note: (Check one) [ ] Not Required [ ] Budgeted Expenditure [ ] Not Budgeted</b>
<i>Comments</i>

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

THAT the Accounts Payable, in the amount of \$ \_\_\_\_\_ as recommended for payment by the Finance/Personnel Committee, be allowed and ordered paid.

Offered By: Consent

Approved by Mayor: \_\_\_\_\_

Motion:

Second:

Certified by City Clerk: \_\_\_\_\_

CA - 2

RESOLUTION NO. 2020 -

Dated: August 11, 2020

**The City of Baraboo, Wisconsin***Background:*

**Fiscal Note: (Check one)** ☒ Not Required ☐ Budgeted Expenditure ☐ Not Budgeted  
*Comments*

**Resolved, by the Common Council of the City of Baraboo, confirms the Mayor's appointments as follows:**

THAT, Matthew Boegner appointed to the Plan Commission to fill the unexpired term of Ed Geick serving until April 18, 2023.

**Offered By:** Consent**Approved by Mayor:** \_\_\_\_\_**Motion:****Second:****Certified by City Clerk:** \_\_\_\_\_

RESOLUTION NO. 2020 -

Dated: August 11, 2020

**The City of Baraboo, Wisconsin**

**Background:** This resolution seeks to waive the April and May 2020 Civic Center rent for Stage III Theater for Youth (totaling \$720.66) of rooms 37 & 38 plus 2 storage rooms due to the COVID-19 pandemic response which required the Civic Center to close to all non-essential use of the building

The Stage III Theater Board of Directors attended the July meeting of the Parks and Recreation Commission to make the initial request. While the Commission was concerned with setting a precedent of waiving rent during past and future pandemic, they voted unanimously to recommend that the City consider waiving the 2 months of rent for Stage III Theater For Youth.

**Fiscal Note:** ☐ *Not Required* ☐ *Budgeted Expenditure* ☒ *Not Budgeted*

**Comments:** Waiving 2 months of rent will cost the City \$720.66 in lost rental revenue. Future additional losses may incur as other tenants may ask for their rent to be waived as well.

**Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:**

THAT the April and May 2020 Civic Center rent for Stage III Theater for Youth in the amount of \$720.66 be waived due to building closures during the COVID-19 stay at home order period.

**Offered by:** Parks and Recreation Commission    **Approved:** \_\_\_\_\_  
**Motion:** \_\_\_\_\_  
**Second:**        **Attest:** \_\_\_\_\_

To: Finance Committee & Common Council  
From: Mike Hardy, Parks, Recreation & Forestry Director  
Date: August 11, 2020  
Re: Stage III request for rent reduction due to COVID

The Parks & Recreation Commission received a request from Stage III Theater for Youth to reduce or waive rent payments due to the Civic Center being closed for 2 months due to COVID-related stay at home orders which closed municipal buildings in the spring.

Stage III is a non-profit group that offers youth theater camps and programs for area kids. They have been renters on 3<sup>rd</sup> floor of the Civic Center for 3 years, and rent 2 classrooms and 2 storage rooms from the City.

The Board of the non-profit stated that due to COVID, they have not been able to run their usual theater programs or their fundraisers this year, and are having difficulty coming up with their rent for the Civic Center rooms. While they did utilize their 2 storage rooms during the 2-month closure of the Civic Center to the public, they did not have kids in their classrooms.

Normal rent paid by Stage III is \$360.33 per month. Waiving 2 months of rent would cost the City \$720.66, plus it is likely that other non-profit tenants may ask for the same thing, especially the Senior Center (\$165.45/month), Boys & Girls Club (\$711.52/month) and WW International (\$355.45/month). It is unclear if any of the other 5 tenants would request waivers or reductions or not. One of our for-profit tenants requested a waiver earlier, but decided to pursue a grant from the COVID relief package for small businesses instead.

At their July meeting, the Parks and Recreation Commission voted unanimously to forward the request to waive rent for the month of April and May to the Finance Committee. A Stage III Board Member representative will attend the Finance meeting to make their request in person. A copy of their letter requesting the waiver is included in your packets.

City of Baraboo Parks and Recreation Commission

Baraboo Civic Center

124 Second Street

Baraboo, WI 53913

Dear Members of the Parks Commission:

The year 2020 has certainly presented all of us with some unusual challenges. For those of us who work with young people we have been hampered in our attempts to provide them with experiences that massage their creativity, provide them with character building activity, and develop skills in a variety of areas and interests.

This year marked the tenth anniversary of Stage 3 Theater for Youth serving the Baraboo Community . Our organization is a 501c3 non-profit open to all interested young people in the community. Our funding has come from generous parents, businesses, and community groups. The main source of our income has come from ticket sales for our stage productions.

The Covid-19 virus has forced businesses and organizations to curtail activities this spring and summer. As a result we have not been able to present our regular spring production. When the quarantine began we were in the midst of preparations for our spring production of "Dorothy in Wonderland." We had purchased rights to the play, prepared to conduct auditions, and were developing costumes and set designs for the show. Unfortunately all of that activity came to a screeching halt.

We have incurred expenses that at this time have left our treasury wanting. We are grateful for the wonderful space that the City had allowed us to rent in the Civic Center and hope that the space will continue to be our long-term home. Because of the extenuating circumstances brought on by the Covid-19 pandemic we are asking for a rent adjustment for the two months the quarantine was in place. We were unable to access our space due to the Civic Center being closed for that prolonged period. At this time we are unable to work with youth because of the need for social distancing and other precautionary measures. We have adjusted our budget and have sought relief on regular expenses such as insurance. Would it be possible for the Parks and Recreation Commission to recommend to the City Council relief for Stage 3 as a result of the present pandemic?

Thank you for your consideration,

Stage 3 Board of Directors.

## NBR - 2

## RESOLUTION NO. 2020-

Dated: August 11, 2020

## The City of Baraboo, Wisconsin

Background: The City of Baraboo contracts with a transit provider to run the Baraboo Shared Transit Service. This service is funded in three ways: State Grant, Federal Grant and Fares. The Shared Ride Transit Service fare rates were established in Resolution 2011-53 in 2011. The current rates are as follows:

- \$4.00 Adult (ages 13 and up)
- \$3.00 Children (ages 3-12)
- \$3.00 Senior Citizens or Disabled
- \$1.50 West Baraboo destinations (plus aforementioned fares)
- \$3.00 First mile outside of City limits, plus \$2.00 for each mile thereafter
- \$4.00 Agency Fare, City limits
- \$5.50 Agency Fare, West Baraboo destination.

A couple of weeks ago, a Campus Commission member that serves on the Housing Commission requested a special rate for students. The City contacted WisDOT to see if the fares could be changed without violating the grant agreement. It was suggested by WisDOT to present a Resolution to the Council approving the new rate.

All rates remain unchanged except for the Children rate. The following change is proposed:

- \$3.00 Youth/Student (Youth ages 3-12 and students of any age with a valid student ID)

**Note:** (☒ one)      ☒ Not Required      ☐ Budgeted Expenditure      ☐ Not Budgeted  
**Comments:** The rates are incorporated within the budget submitted to WisDOT for the State Grant. The City does not anticipate a significant change in Baraboo Transit revenue due to the decrease in fares of \$1, or from Adult \$4 to Youth/Student \$3.

**Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:**

That the “Children (ages 3-12)” fare rate for the Baraboo Shared Ride Transit Service be eliminated and replaced by a “Youth/Student (youth ages 3-12 and students of any age with a valid student ID)” fare rate, to be set at \$3.00.

**Offered by:** Finance and Personnel Committee

**Approved:** \_\_\_\_\_

**Motion:**

**Second:**

**Attest:** \_\_\_\_\_

## NBR - 3

RESOLUTION NO. 2020 -

Dated: August 11, 2020

## The City of Baraboo, Wisconsin

**Background:** In order to be in full compliance with State Law, the City recently amended Chapter 12, Intoxicating Liquor and Fermented Malt Beverages. Because of this change, the Administrative Committee is now required to review all Liquor License applications and make a recommendation to Council.

A Liquor License application was received from Las Milpas, LLC for the restaurant located at 603A 8<sup>th</sup> Avenue. This application was reviewed by the Zoning Administrator, the Police Department, the Fire Inspector, and the City Clerk. Publication of the Liquor License application was made in the Baraboo New Republic.

This Liquor License will be valid from August 15, 2020 to June 30, 2021 and was recommended to Council for approval at the August 3, 2020 Administrative Committee meeting.

**Fiscal Note: (check one)** ☒ **Not Required** ☐ **Budgeted Expenditure** ☐ **Not Budgeted**  
**Comments:**

**Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:**

THAT the City Clerk be authorized to issue the following Liquor Licenses:

**CLASS "B" FERMENTED MALT BEVERAGE AND "CLASS C" WINE**

Las Milpas, LLC, 603A 8<sup>th</sup> Avenue

**Offered by:** Administrative Comm. **Approved by Mayor:** \_\_\_\_\_

**Motion:**

**Second:**

**Certified by Clerk:** \_\_\_\_\_

## NBR - 4

RESOLUTION NO. 2020 -

Dated: August 11, 2020

## The City of Baraboo, Wisconsin

**Background** The City of Baraboo allows a maximum of two dogs per household. Additional dogs are allowed only if the Common Council grants a special exemption that is based on “either a change in household circumstances or a need for an additional animal due to a disability in the household.” §12.13(14)(b), Baraboo Municipal Code.

Tom & Teri Dorner of 1150 12<sup>th</sup> Street are requesting the Common Council grant them a special exemption to be able to keep three dogs in their residence. According to the Dorners, they brought the dogs with them last year when they moved from the Town of Delton into the City of Baraboo. The Administrative Committee reviewed this request and unanimously recommended the Common Council grant a special exemption allowing three dogs in the residence of Tom & Teri Dorner.

**Note:** (✓one) [ x ] Not Required [ ] Budgeted Expenditure [ ] Not Budgeted  
**Comments:**

**NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Baraboo, Sauk County, Wisconsin, that:**

The Common Council grants a special exemption to Tom & Teri Dorner allowing them to keep three dogs in their residence until one of the three dogs passes, after which time they will be allowed to keep no more than two dogs in their residence. The exemption also requires Tom & Teri Dorner to remain in compliance with §12.12(12) of the Baraboo Municipal Code for the duration of the time the three dogs are kept in the residence.

Offered by: Administrative Committee

Approved: \_\_\_\_\_

Motion:

Second:

Attest: \_\_\_\_\_

## NBR - 5

RESOLUTION NO. 2020-

Dated: August 11, 2020

## The City of Baraboo, Wisconsin

**Background:**

On July 27, 2020, the City of Baraboo received a request from Driftless Glen Distillery to purchase a City owned vacant lot located on Lake Street. The lot consists of approximately 2.1 acres and is marked as Lot 2 on the Sauk County Certified Survey Map #5764 included with the agenda packet. Driftless Glen Distillery intends to build a storage building on the lot. The offered purchase price is \$10,500.

The City Administrator has reviewed the offer and finds the offer to be in accordance with the City's Purchasing Policy. Prior to construction, the building plans and design will need to be reviewed and approved by the City's Plan Commission.

<i>Note: (✓one)</i>	<i>[ x ] Not Required</i>	<i>[ ] Budgeted Expenditure</i>	<i>[ ] Not Budgeted</i>
<b>Comments:</b>			

**Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:**

That the City Administrator or his designee is directed to enter into final negotiations with Driftless Glen Distillery for the sale of a 2.1 acre vacant lot located on Lake Street ("Property") from the City to Driftless Glen Distillery or a sale price of \$ \_\_\_\_\_; and

That the City Attorney is directed to draft and have executed all necessary legal documents for the sale of the Property to Driftless Glen Distillery contingent upon the City Attorney receiving direction from the City Administrator to do so.

**Offered by:** Finance and Personnel Committee  
**Motion:**  
**Second:**

**Approved:** \_\_\_\_\_  
**Attest:** \_\_\_\_\_

# CITY OF BARBOO AVAILABLE PARCELS

23 of 59



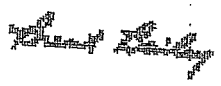
FOR FURTHER INFORMATION  
PLEASE CONTACT ED GEICK  
AT THE CITY OF BARABOO  
608-355-2715



Recorded  
Aug. 22, 2008 AT 12:00PM



TRANSPORTATION • MUNICIPAL  
DEVELOPMENT • ENVIRONMENTAL  
1230 South Boulevard Baraboo, WI 53913  
608-356-2771 1-800-362-4505 Fax: 608-356-2770  
Web Address: www.msa-ps.com  
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REGISTRAR'S OFFICE  
SAUK COUNTY WI  
RECEIVED FOR RECORD  
Fee Amount: \$13.00

PROJECT # R00035007  
DRAWN BY: MTS  
SURVEYOR: KHS  
FILE # 29-1-913  
SHEET # 1/2

OWNER:  
CITY OF BARABOO  
135 4TH STREET BARABOO,  
WI 53913  
(608) 355-2715

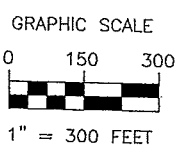
SAUK COUNTY CERTIFIED SURVEY MAP # 5764

LOCATED IN THE NE1/4-NW1/4 AND THE  
SE1/4-NW1/4, SECTION 12, T11N, R6E, BEING A  
REPLAT OF LOT 2, CSM #4335, CITY OF BARABOO,  
SAUK COUNTY, WISCONSIN

13

LEGEND

- FD. GOVERNMENT MONUMENT
- FOUND CROSS IN CONC.
- FOUND 3/4" IRON REBAR
- FOUND "PK" NAIL
- SET 3/4" BY 18" SOLID ROD-1.50 LBS./FT.
- RECORD INFORMATION



HARRISON  
N 1/4 CORNER  
SEC. 12-11-6

CURVE "A" DATA

$\Delta = 05^{\circ}37'26''$   
R = 4241.28'  
T = 208.32'  
L = 416.31'  
C = 416.14'  
CB = S02°19'05"W

CURVE "B" DATA

$\Delta = 03^{\circ}29'31''$   
R = 4241.28'  
T = 129.29'  
L = 258.50'  
C = 258.46'  
CB = S06°52'33"W

CURVE "C" DATA

$\Delta = 00^{\circ}06'59''$   
R = 4241.28'  
T = 4.31'  
L = 8.61'  
C = 8.61'  
CB = S08°40'48"W

CURVE "D" DATA

$\Delta = 02^{\circ}39'26''$   
R = 4241.28'  
T = 98.37'  
L = 196.70'  
C = 196.68'  
CB = S09°22'28"W

ZONED INDUSTRIAL I-3

LOT 1  
AREA:  
126279.65 SF±  
2.90 ACRES±

LOT 2  
AREA:  
91617.91 SF±  
2.10 ACRES±

LOT 1, CSM-1698  
CITY OF BARABOO

S 89°28'18" W  
750.99'

1/16TH LINE

N 89°45'02" E  
132.82'

EAST LINE OF LOT 1 CSM  
#1698 & THE NE1/4-NW1/4

2.8' W OF  
EX. FENCE

LOT 1, CSM-1698  
CITY OF BARABOO

EAST  
532.53'

LOT 1  
CSM #4335  
TP #1031

EAST 508.50'

LOT 1  
TP #1031  
LOT 2  
CSM #4335  
EAST 473.12'

LOT 2

N 89°36'28" W  
436.34'  
CSM #5180  
TP #1043

UNION PACIFIC RAILROAD

OLD LAKE ROAD

1327.03'

33'

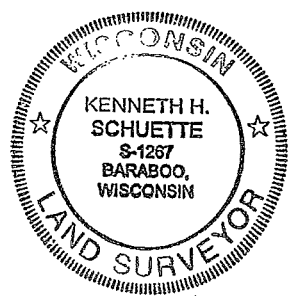
100' RR RW

1/16 COR

S 89°28'18" W  
168.19'

P.O.B.

40' UTILITY  
EASEMENT



*Kenneth H. Schuette* 31 July, 2008  
MSA PROFESSIONAL SERVICES, INC.  
KENNETH H. SCHUETTE, REGISTERED LAND SURVEYOR #1267  
DATE

NOTE: IF THE SURVEYOR'S SEAL AT LEFT IS NOT RED IN COLOR, THE SURVEY  
IS A COPY AND SHOULD BE ASSUMED TO CONTAIN UNAUTHORIZED ALTERATIONS.  
THE CERTIFICATION CONTAINED ON THIS DOCUMENT SHALL NOT APPLY TO COPIES.

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Web Address: www.msa-ps.com  
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PROJECT #	R00035007
DRAWN BY:	MTS
CHECKED BY:	KHS
FILE #	29-1-913
SHEET #	2/2

## SAUK COUNTY CERTIFIED SURVEY MAP # 5764

**SURVEYOR'S CERTIFICATE:**

I, Kenneth H. Schuette Registered Land Surveyor, hereby certified that I have surveyed, divided, and mapped a certified survey located in the NE1/4-NW1/4 and the SE1/4-NW1/4, Section 12, T11N, R6E, being a replat of Lot 2, CSM #4335, Document Number 736149, Recorded in Volume 22, Page 4335 at 9:30 AM on October 17, 2000 in the City of Baraboo, Sauk County, Wisconsin, which is bounded by a line described as follows:

Commencing at the north one-quarter corner of said Section 12; thence S00°14'54"E, 1327.03 feet along the north-south 1/4 line to the southeast corner of said NE1/4-NW1/4; thence S89°28'18"W, 168.19 feet along the south 1/16 line to the point of beginning.

thence along the arc of a curve concave to the west, a radius of 4241.28 feet (the chord of which bears S09°22'28"W, 196.68 feet) a distance of 196.70 feet; thence N89°36'28"W, 436.34 feet to the east right of way of Lake Street; thence N00°59'30"W, 456.25 feet along said right of way; thence East 508.50 feet; thence along the arc of a curve concave to the west, a radius of 4241.28 feet (the chord of which bears S06°52'33"W, 258.46 feet) a distance of 258.50 feet to the southeast corner of Lot 2; thence along the arc of a curve concave to the west, a radius of 4241.28 feet (the chord of which bears S08°40'48"W, 8.61 feet) a distance of 8.61 feet to the point of beginning.

Said parcel contains 5.00 acres more or less, and is subject to rights-of-way, easements of record and utilities.

That I have complied with the provisions of Chapter 236.34 & 236.21 Wisconsin Statutes, the subdivision regulations of the City of Baraboo and Sauk County, and A.E. 7.00 of the Administrative Code of the State of Wisconsin to the best of my knowledge and belief, in surveying, dividing and mapping the same;

That such a plat is a correct representation of all the exterior boundaries of the land surveyed and the subdivision thereof made;

That I have made such certified survey under the direction of City of Baraboo.

**CITY RESOLUTION**

Resolved that the Certified Survey Map, attached hereto, and filed with the City of Baraboo, Wisconsin by the City of Baraboo, owner is hereby approved by the Plan commission and the Common Council of the City of Baraboo, Wisconsin.

Approved By:

PLAN COMMISSION AND COMMON COUNCIL  
City of Baraboo, Wisconsin

*C. Bina*  
Baraboo City Engineer

*Gerald McCommander A.M.*  
Baraboo City Mayor

I hereby certify that the foregoing Resolution was adopted by the Plan Commission and Common Council of the City of Baraboo, Wisconsin on the 19 day of August, 2008.

*Cheryl M. Giese*  
City of Baraboo Clerk



*Kenneth H. Schuette* 3/17/2008  
MSA PROFESSIONAL SERVICES, INC.  
KENNETH H. SCHUETTE, REGISTERED LAND SURVEYOR #1267 DATE

NOTE: IF THE SURVEYOR'S SEAL AT LEFT IS NOT RED IN COLOR, THE SURVEY IS A COPY AND SHOULD BE ASSUMED TO CONTAIN UNAUTHORIZED ALTERATIONS. THE CERTIFICATION CONTAINED ON THIS DOCUMENT SHALL NOT APPLY TO COPIES.



To: City of Baraboo  
101 South Blvd.  
Baraboo, WI 53913

Re: Purchase of Property  
Lot 2, Lake Street  
Baraboo, WI

July 27, 2020

We are writing this letter of intent regarding the purchase of the property referred to as Lot 2 on the attached Certified Survey Map on Lake Street in Baraboo, WI. Driftless Glen Distillery would like to purchase the property from the City of Baraboo for \$10,000.

Sincerely,  
Driftless Glen Distillery

# OFFICE OF THE CITY ATTORNEY

## Memorandum

To: Members of the Common Council  
Mayor Mike Palm  
City Administrator Ed Geick

From: City Attorney Emily Truman

Date: August 6, 2020

RE: COVID-19 Mask Ordinances/Resolution on August 11, 2020, Council Agenda

---

At the last Council meeting, on July 28, 2020, the Council directed me to draft an ordinance/resolution to present to Council regarding wearing masks for COVID-19 prevention. Since then, on July 30, 2020, Governor Evers issued Emergency Order #1 requiring masks to be worn indoors throughout the State of Wisconsin with certain exceptions.

The Governor's Emergency Order is very similar to the draft ordinance before the Council for consideration. The Emergency Order also prohibits a municipality from enforcing a mask mandate that is less restrictive than the Order. As such, the Council should consider pausing further discussions of a City mask requirement until the Governor's Order terminates.

As the Council directed me to prepare an ordinance and resolution, drafts are attached for consideration. After receiving feedback from Councilmembers both during the last Council meeting and after the meeting, there are three separate proposed options for the Council to consider, should the Council still chose to do so despite the Emergency Order:

1. An ordinance requiring masks be worn Citywide, with certain exceptions and a penalty for non-compliance,
2. An ordinance that would require masks be worn in City owned and operated buildings, with certain exceptions and a penalty for non-compliance, and
3. A resolution where the Council strongly urges everyone in the City to wear a mask and take other safety precautions against COVID-19, with no penalty for not wearing a mask/following the suggested safety precautions.

**NBO-2**  
**The City of Baraboo, Wisconsin**

**Background:**Citywide Mask Mandate

On July 28, 2020, the Common Council convened in Committee of the Whole where, after voting to suspend the Council rule prohibiting action be taken in the Committee of the Whole, the Council directed the City Attorney to draft an ordinance which requires masks be worn Citywide with certain exceptions:

- a. Persons aged 5 years old and under.
- b. Persons who have been ordered by a medical care provider to not wear a mask or who is exempt from wearing a mask under the Americans with Disability Act for health reasons including physical, mental or developmental disabilities.
- c. Persons actively consuming food or beverages.
- d. Persons undergoing medical or dental procedures.
- e. Persons inside a residence or multiunit housing building.
- f. When a mask affects the ability of a person who is deaf or hard of hearing to communicate.
- g. When a mask would create a reasonable safety risk or hazard for work related reasons.
- h. Persons undergoing an identity verification by a law enforcement officer or when purchasing goods or services that require an identification verification.
- i. Persons inside the Sauk County Jail.
- j. Persons actively receiving aesthetic care from a licensed business establishment which requires access to the face, including beard trims, shaves, waxes, massages and facial treatments.
- k. Persons participating in an election, including when standing in line to vote and when voting.
- l. In places of worship including churches, synagogues and mosques.
- m. Whenever otherwise prohibited by Federal, State or Local law or regulation.

Masks are also not required if social distancing is followed, or if there is an impermeable barrier between people within six feet of one another (such as a Plexiglas separator).

The drafted ordinance includes a penalty: A first offense would result in a warning; second and subsequent violations would result in a fine of \$10 to no more than \$50 plus costs (\$150.10 to \$200.50 with costs) upon conviction.

As with all enforcement actions involving ordinance violations, law enforcement officers will retain the discretion to issue a citation – in this drafted ordinance, however, law enforcement officers are prohibited from issuing a citation for a first offense. Additionally, as is standard, a person receiving a citation may enter into plea negotiations with the prosecutor, who retains the discretion to plea bargain (such as offering the option of community service in lieu of paying the fine).

It is strongly advised that the ordinance contain an end date (sunset clause) selected by Council which should be no later than the anticipated end date for when masks will no longer be necessary and/or a date when the Council anticipates wanting to revisit this ordinance.

**Fiscal Note: (check one) [ x ] Not Required [ ] Budgeted Expenditure [ ] Not Budgeted**  
**Comments:**

**AN ORDINANCE AMENDING SECTION 11.02, “RESERVED,” OF CHAPTER 11, “HEALTH AND SANITATION” OF THE CITY OF BARABOO MUNICIPAL CODE TO “DECLARATION OF EMERGENCY DUE TO COVID-19 AND CITYWIDE COVID-19 PANDEMIC HEALTH AND SAFETY REQUIREMENTS”**

**Whereas**, on March 12, 2020, the Governor of the State of Wisconsin declared a public health emergency in the State of Wisconsin to protect the health and well-being of its residents from the novel coronavirus named COVID-19, a dangerous respiratory illness that can easily transmit from person to person; and

**Whereas**, the World Health Organization and the United States Department of Health and Human Services have also declared a public health emergency due to the spread of COVID-19; and

**Whereas**, the President of the United States, the United States Surgeon General, the director of the National Institute of Allergy and Infectious Diseases, the Wisconsin Department of Health Services and the Sauk County Health Department all recommend wearing face coverings in public; and

**Whereas**, on July 14, 2020, the Centers for Disease Control and Prevention reported there is a “growing body of evidence that cloth face coverings provide source control – that is, they help prevent the person from wearing the mask from spreading COVID-19 to others” and “calls on all Americans to wear masks to prevent COVID-19 spread;” and

**Whereas**, on July 14, 2020, the Sauk County Health Department, which is also the Health Department for the City of Baraboo per §11.01 of the Baraboo Municipal Code, reported an “alarming rise in new cases of COVID-19 in Sauk County;” and

**Whereas**, on July 21, 2020, the Sauk County Board of Supervisors passed a resolution by a majority vote stating the “issuance of face mask requirements [comes] under the pursue of the local municipalities,” including the City of Baraboo; and

**Whereas**, COVID-19 poses an unprecedented health and economic threat to the residents and businesses of the City of Baraboo and the health threat is a continuing one as contemplated by §§ 323.11 and 323.14(4), Wis. Stats.; and

**Whereas**, for the foregoing reasons it is hereby declared by the Common Council of the City of Baraboo that there is an emergency existing within the City of Baraboo as defined and regulated by §323.11, Wis. Stats, and

**Whereas**, to protect the health and economy of the City of Baraboo, requiring people in the City of Baraboo to wear a mask when indoors in certain circumstances is deemed necessary and expedient for the health, safety, protection, and general welfare of persons within the City as well as necessary to help keep businesses and the economy open.

**NOW, THEREFORE**, the Common Council of the City of Baraboo, Wisconsin, do ordain as follows:

1. Section 11.02, “Reserved,” of Chapter 11, “Health and Sanitation,” of the Baraboo Municipal Code is hereby amended as follows:

11.02 CITYWIDE COVID-19 PANDEMIC HEALTH AND SAFETY REQUIREMENTS.

(2) Definitions. As used in this section, the following words and terms shall be defined as follows:

- a. “**Indoor space**” means the inside area of any building or structure.
- b. “**Mask**” means a protective covering made of cloth, a plastic face shield, or any other recommended material by the Centers for Disease Control and Prevention that covers a person’s nose and mouth.
- c. “**Medical care provider**” means a local health officer, a physician, or a registered nurse, as defined by §250.01(5), (6) and (7), Wis. Stats., respectively.
- d. “**Open to the public**” means an indoor space that is used in whole or in part for any purpose and which the public customarily has access including, but not limited to, businesses, restaurants, retail shops, hotels or motels, entertainment facilities, government facilities and schools.
- e. “**Social distancing**,” means persons keeping a minimum of 6 feet of distance between themselves at all times unless there is an impermeable barrier separation between them.
- f. “**Qualifying vehicle**” means a ride-sharing vehicle, paratransit vehicle, taxi, school busses, ride-sharing vehicle, or any other for-hire vehicle.

(3) Mask Requirement.

- a. Any person present in the City of Baraboo shall wear a **mask** while inside an **indoor space open to the public**.
- b. Any person present in the City of Baraboo shall wear a **mask** while inside an **indoor space** where **social distancing** cannot or is not maintained, whether or not the space is **open to the public**.
- c. All operators of **qualifying vehicles** present in the City of Baraboo shall wear a **mask** when a passenger is in the vehicle and shall require all passengers to wear a **mask** while in the vehicle.

(4) Exceptions. The exceptions to Section (2), above, are limited to the following:

- a. Persons aged 5 years old and under.
- b. Persons who have been ordered by a **medical care provider** to not wear a **mask** or is exempt from wearing a **mask** under the Americans with Disability Act for health reasons including physical, mental or developmental disabilities.
- c. Persons actively consuming food or beverages.
- d. Persons undergoing medical or dental procedures.
- e. Persons inside a residence or multiunit housing building.
- f. When a **mask** affects the ability of a person who is deaf or hard of hearing to communicate.
- g. When a **mask** would create a reasonable safety risk or hazard for work related reasons, as reasonably determined by the owner of the business or as delegated for determination by the owner of the business to another person.
- h. Persons undergoing an identity verification by a law enforcement officer or when purchasing goods or services that require an identification verification.
- i. Persons inside the Sauk County Jail.
- j. Persons actively receiving aesthetic care from a licensed business establish that requires access to the face, including beard trims, shaves, waxes, massages and facial treatments.

- k. Persons participating in an election, including when standing in line to vote and when voting.
  - l. In places of worship including churches, synagogues and mosques.
  - m. Whenever otherwise prohibited by Federal, State or Local law or regulation.
- (5) Refusal of Entry or Service. The owner or operator of any **indoor space** or **qualifying vehicle** has the right to refuse entry or service to any person who fails to comply with this ordinance.
- (6) Sunset Clause. This ordinance shall be in full force and effect from \_\_\_\_\_ and shall remain in effect until \_\_\_\_\_ or until the declaration of an emergency is terminated by the Common Council, whichever is sooner, unless extended or earlier terminated or modified by the Common Council.
- (7) Penalty. For a first offense of this ordinance a person shall receive a written warning. For second and subsequent offenses, upon conviction the person shall be subject to a forfeiture of no less than \$10.00 and no more than \$50.00 plus costs.

I hereby certify that the foregoing Ordinance was duly passed by the Common Council of the City of Baraboo on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, and is recorded on page \_\_\_\_\_ of volume \_\_\_\_\_.

City Clerk: \_\_\_\_\_

## NBO-1

## The City of Baraboo, Wisconsin

**Background:**City Owned and Operated Buildings - Mask Mandate

On July 28, 2020, the Common Council convened in Committee of the Whole where, after voting to suspend the Council rule prohibiting action be taken in the Committee of the Whole, the Council directed the City Attorney to draft an ordinance which requires wearing masks in City owned and operated buildings with certain exceptions:

- a. Persons aged 5 years old and under.
- b. Persons who have been ordered by a medical care provider to not wear a mask or is exempt from wearing a mask under the Americans with Disability Act, including, but not limited to, when a physical, mental or developmental disability prevents a person from wearing a mask.
- c. Persons actively consuming food or beverages.
- d. When a mask affects the ability of a person who is deaf or hard of hearing to communicate.
- e. When a mask would create a reasonable safety risk or hazard for work related reasons.
- f. Persons undergoing an identity verification by a law enforcement officer or for any other lawful reason.
- g. Persons participating in an election, including when in line to vote or when voting.
- h. Whenever otherwise prohibited by Federal, State or Local law or regulation.

Masks are also not required if social distancing is followed, or if there is an impermeable barrier between people within six feet of one another (such as a Plexiglas separator).

The draft ordinance includes a penalty: A first offense would result in a warning; second and subsequent violations would result in a fine of \$10 to no more than \$50 plus costs (\$150.10 to \$200.50 with costs) upon conviction.

As with all enforcement actions involving ordinance violations, law enforcement officers will retain the discretion to issue a citation – in this drafted ordinance, however, law enforcement officers are prohibited from issuing a citation for a first offense. Additionally, as is standard, a person receiving a citation may enter into plea negotiations with the prosecutor, who retains the discretion to plea bargain (such as offering the option of community service in lieu of paying the fine).

It is strongly advised that the ordinance contain an end date (sunset clause) selected by Council which should be no later than the anticipated end date for when masks will no longer be necessary and/or a date when the Council anticipates wanting to revisit this ordinance.

**Fiscal Note: (check one) [ x ] Not Required [ ] Budgeted Expenditure [ ] Not Budgeted**  
**Comments:**

**AN ORDINANCE AMENDING SECTION 11.02, “RESERVED,” OF CHAPTER 11, “HEALTH AND SANITATION” OF THE CITY OF BARABOO MUNICIPAL CODE TO “CITY OWNED/OPERATED BUILDINGS - COVID-19 PANDEMIC HEALTH AND SAFETY REQUIREMENTS”**

**Whereas**, on March 12, 2020, the Governor of the State of Wisconsin declared a public health emergency in the State of Wisconsin to protect the health and well-being of its residents from the novel coronavirus named COVID-19, a dangerous respiratory illness that can easily transmit from person to person; and

**Whereas**, the World Health Organization and the United States Department of Health and Human Services have also declared a public health emergency due to the spread of COVID-19; and

**Whereas**, the President of the United States, the United States Surgeon General, the director of the National Institute of Allergy and Infectious Diseases, the Wisconsin Department of Health Services and the Sauk County Health Department all recommend wearing face coverings in public; and

**Whereas**, on July 14, 2020, the Centers for Disease Control and Prevention, reported there is a “growing body of evidence that cloth face coverings provide source control – that is, they help prevent the person from wearing the mask from spreading COVID-19 to others,” and “calls on all Americans to wear masks to prevent COVID-19 spread;” and

**Whereas**, on July 14, 2020, the Sauk County Health Department, which is also the Health Department for the City of Baraboo, reported an “alarming rise in new cases of COVID-19 in Sauk County;” and

**Whereas**, on July 21, 2020, the Sauk County Board of Supervisors passed a resolution by a majority vote stating the “issuance of face mask requirements [comes] under the pursue of the local municipalities,” including the City of Baraboo; and

**Whereas**, COVID-19 poses an unprecedented health and economic threat to the residents and businesses of the City of Baraboo and the health threat is a continuing one as contemplated by §§ 323.11 and 323.14(4), Wis. Stats.; and

**Whereas**, for the foregoing reasons it is declared that there is an emergency existing within the City of Baraboo as defined and regulated by §323.11, Wis. Stats.; and

**Whereas**, to protect the health and safety of the employees of the City of Baraboo and people who visit City owned and operated building, it is deemed necessary and expedient for their health, safety, protection, and general welfare to adopt an ordinance that requires masks be worn while inside said buildings unless otherwise exempted.

**NOW, THEREFORE, THE COMMON COUNCIL OF THE CITY OF BARABOO, SAUK COUNTY, WISCONSIN, DO ORDAIN AS FOLLOWS:**

1. Section 11.02, “Reserved,” of Chapter 11, “Health and Sanitation,” of the Baraboo Municipal Code is hereby amended as follows:

11.02 CITY OWNED/OPERATED BUILDINGS – COVID-19 PANDEMIC HEALTH AND SAFETY REQUIREMENTS. (xxxx, xx/xx/xx).

- (1) Definitions. As used in this section, the following words and terms shall be defined as follows:
  - a. **“City Owned or Operated Building”** means the following buildings that are owned or operated by the City of Baraboo:
    - i. The City Administration Building (City Hall and the Police Department), 101 South Blvd., Baraboo, WI

- ii. The Civic Center, 124 2nd Street, Baraboo, WI
  - iii. The City Service Building, 450 Roundhouse Court, Baraboo, WI
  - iv. The Fire Department, 135 4th Street, Baraboo, WI
  - v. The Baraboo Public Library, 230 4th Avenue, Baraboo, WI
- b. “**Mask**” means a protective covering made of cloth, a plastic face shield, or any other recommended material by the Centers for Disease Control and Prevention that covers a person’s nose and mouth.
- c. “**Medical Care Provider**” means a local health officer, physician, or registered nurse, as defined by §250.01(5), (6) and (7), Wis. Stats., respectively.
- d. “**Social distancing**” means persons keeping a minimum of 6 feet of distance between themselves at all times unless there is an impermeable barrier separation between them.
- (2) Mask Requirement. Any person present in a **City owned or operated building** shall wear a **mask** while inside the building whenever **social distancing** cannot or is not maintained.
- (3) Exceptions. The exceptions to Section (2), above, are limited to the following:
- a. Persons aged 5 years old and under.
  - b. Persons who have been ordered by a **medical care provider** to not wear a **mask** or who is exempt from wearing a **mask** under the Americans with Disability Act, including, but not limited to, when a physical, mental or developmental disability prevents a person from wearing a **mask**.
  - c. Persons actively consuming food or beverages.
  - d. When a **mask** affects the ability of a person who is deaf or hard of hearing to communicate.
  - e. When a **mask** would create a reasonable safety risk or hazard for work related reasons for a City employee, as determined by the employee’s supervisor.
  - f. Persons undergoing an identity verification by a law enforcement officer or for any other lawful reason.
  - g. Persons participating in an election, including when in line to vote or when voting.
  - h. Whenever otherwise prohibited by Federal, State or Local law or regulation.
- (4) Sunset Clause. This ordinance shall be in full force and effect from \_\_\_\_\_ and shall remain in effect until \_\_\_\_\_ or until the declaration of an emergency is pronounced over by the Common Council, whichever is sooner, unless extended or earlier terminated or modified by the Common Council.
- (5) Penalty. For a first offense of this ordinance, a person shall receive a written warning. For second and subsequent offenses, upon conviction the person shall be subject to a forfeiture of no less than \$10.00 and no more than \$50.00 plus costs.

I hereby certify that the foregoing Ordinance was duly passed by the Common Council of the City of Baraboo on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_, and is recorded on page \_\_\_\_ of volume \_\_\_\_.

City Clerk: \_\_\_\_\_

RESOLUTION NO. 2020-

DATED:

## The City of Baraboo, Wisconsin

**Background**

On July 28, 2020, the Common Council convened in Committee of the Whole where, after voting to suspend the Council rule prohibiting action be taken in the Committee of the Whole, the Council directed the City Attorney to draft a resolution which strongly urges any person in the City of Baraboo to take precautions against the COVID-19 pandemic. These urged precautions include:

- Wearing face coverings,
- Maintaining social distancing,
- Practicing excellent hygiene,
- Seeking medical attention when experience symptoms of COVID-19, and
- For business owners to adopt requirements for face masks, social distancing and hygiene/cleaning protocols.

Failure of a person to abide by the urged precautions will not result in penalties unless otherwise allowed by a separate local, state or federal law.

*Note: (✓one)      [ x ] Not Required      [ ] Budgeted Expenditure      [ ] Not Budgeted*  
*Comments:*

**A RESOLUTION BY THE COMMON COUNCIL OF THE CITY OF BARABOO URGING HEALTH AND SAFETY GUIDLINES BE FOLLOWED DURING THE COVID-19 PANDEMIC**

**Whereas**, on March 12, 2020, the Governor of the State of Wisconsin declared a public health emergency in the State of Wisconsin to protect the health and well-being of its residents from the novel coronavirus named COVID-19, a dangerous respiratory illness that can easily transmit from person to person; and

**Whereas**, the World Health Organization and the United States Department of Health and Human Services have also declared a public health emergency due to the spread of COVID-19; and

**Whereas**, the President of the United States, the United States Surgeon General, the director of the National Institute of Allergy and Infectious Diseases, the Wisconsin Department of Health Services and the Sauk County Health Department all recommend wearing face coverings in public; and

**Whereas**, on July 14, 2020, the Centers for Disease Control and Prevention reported there is a “growing body of evidence that cloth face coverings provide source control – that is, they help prevent the person from wearing the mask from spreading COVID-19 to others,” and “calls on all Americans to wear masks to prevent COVID-19 spread;” and

**Whereas**, on July 14, 2020, the Sauk County Health Department, which is also the Health Department for the City of Baraboo per §11.01 of the Baraboo Municipal Code, reported an “alarming rise in new cases of COVID-19 in Sauk County;” and

**Whereas**, on July 21, 2020, the Sauk County Board of Supervisors passed a resolution by a majority vote stating the “issuance of face mask requirements [comes] under the pursue of the local municipalities,” including the City of Baraboo; and

**Whereas**, COVID-19 poses an unprecedented health and economic threat to the residents and businesses of the

City of Baraboo and the health threat is a continuing one as contemplated by §§ 323.11 and 323.14(4), Wis. Stats.; and

**Whereas**, to protect the health and economy of the City of Baraboo, the Common Council strongly urges people in the City of Baraboo to take precautions against COVID-19 in order to help protect the health, safety, and general welfare of everyone.

**NOW, THEREFORE, IT IS RESOLVED BY THE COMMON COUNCIL OF THE CITY OF BARABOO, SAUK COUNTY, WISCONSIN, AS FOLLOWS:**

1. For the duration of the COVID-19 pandemic, or until a local, state, or federal law preempts this resolution:
  - a. Any person present in the City of Baraboo is urged to wear a face covering that fully covers the mouth and nose, such as a cloth facemask or face shield, whenever around people outside of their immediate household.
  - b. Any person present in the City of Baraboo is urged to follow social distancing protocols by maintaining a distance of no less than six feet from any person outside of their immediate household.
  - c. Any person present in the City of Baraboo is urged to practice excellent hygiene including frequent handwashing, covering the nose and mouth when coughing or sneezing, and cleaning/sanitizing surfaces that are frequently touched.
  - d. Any person present in the City of Baraboo who has any of the following symptoms associated with COVID-19 is urged to seek medical attention and to self-quarantine until cleared by a medical care provider:
    - Fever of 100° F or higher
    - Unusual cough
    - Chills
    - Body Aches/Pain
    - Shortness of breath
    - Chest tightness
    - Sore throat
    - Unusual congestion or runny nose
    - Unusual headache
    - Severe fatigue or exhaustion
    - Loss of sense of smell or taste
    - Unusual muscle pain
    - Nausea or vomiting
    - Diarrhea
  - e. Business owners and private entities located within the City of Baraboo are urged to adopt requirements for face coverings, social distancing and hygiene/cleaning practices within their establishment, and to follow the guidelines provided by the Wisconsin Economic Development Corporation for their particular business or entity.
2. No penalties shall be ascribed to any person not following the directives contained in this resolution unless otherwise permitted by a local, state or federal law.

**Offered by:** Committee of the Whole  
**Motion:**  
**Second:**

**Approved:** \_\_\_\_\_  
**Attest:** \_\_\_\_\_

CITY OF BARABOO

Detail Ledger - Airport Rev &amp; Exp

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Period: 01/20 - 07/20

Aug 04, 2020 08:19AM

## Report Criteria:

Actual Amounts  
 All Accounts  
 Summarize Payroll Detail  
 Print Grand Totals  
 Include Vendor Number, Invoice Number, Description, Invoice Date, and Purchase Order Number Comments  
 Include FUNDS: 630, 632  
 Page and Total by FUND  
 Exclude ACCOUNTs: All  
 All Segments Tested for Total Breaks

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Federal Transportation Grant			01/01/2020 (00/20) Balance	630-35-43220-000			.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unearned	.00	
Local Transportation Aid			01/01/2020 (00/20) Balance	630-35-43531-000			.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unearned	.00	
Gas Sales			01/01/2020 (00/20) Balance	630-35-46330-000			.00
01/17/2020	CR	4001666	DEC 2019-FUEL FLOWAGE - BARABOO-DELL Description: DEC 2019-FUEL FLOWAGE - BARABOO-DELLS FLIGHT CENTER			732.98-	
01/07/2020	CR	5001304	NOV 2019 - BARABOO-DELLS FLIGHT CENT Description: NOV 2019 - BARABOO-DELLS FLIGHT CENTER			951.83-	
12/31/2019	JE	64	RJE 12 49 Reverse Dec Gas Sales / Landing F		1,684.81		
03/05/2020	CR	5001515	FEB 2020 - BARABOO-DELLS FLIGHT CENTE Description: FEB 2020 - BARABOO-DELLS FLIGHT CENTER			530.35-	
03/05/2020	CR	5001516	JAN 2020 - BARABOO-DELLS FLIGHT CENTE Description: JAN 2020 - BARABOO-DELLS FLIGHT CENTER			836.23-	
04/15/2020	CR	1001684	MAR 2020-GAS SALES - BARABOO-DELLS F Description: MAR 2020-GAS SALES - BARABOO-DELLS FLIGHT CENTER			494.86-	
05/18/2020	CR	4001915	GAS SALES-APRIL 2020 - BARABOO-DELLS Description: GAS SALES-APRIL 2020 - BARABOO-DELLS FLIGHT CENTER INC			202.09-	
07/02/2020	CR	4002019	GAS SALES-JUNE 2020 - BARBOO-DELLS FL Description: GAS SALES-JUNE 2020 - BARBOO-DELLS FLIGHT CENTER			281.20-	
07/24/2020	CR	4002049	GAS SALES-JUNW 2020 - BARABOO-DELLS Description: GAS SALES-JUNW 2020 - BARABOO-DELLS FLIGHT CENTER INC.			734.47-	
YTD Encumbrance		.00 YTD Actual	-3,079.20 Total	-3,079.20 YTD Budget	-7,000.00 Unearned	3,920.80	
Landing Fee			01/01/2020 (00/20) Balance	630-35-46340-000			.00
01/13/2020	CR	4001650	DEC 2019-AIRPORT LANDING FEE - FREIGH Description: DEC 2019-AIRPORT LANDING FEE - FREIGHT RUNNERS EXPRESS/AIR CHARTER EXPR			371.07-	
12/31/2019	JE	65	RJE 12 49 Reverse Dec Gas Sales / Landing F		371.07		
02/14/2020	CR	5001460	JANUARY 2020 - FREIGHT RUNNERS EXPRE Description: JANUARY 2020 - FREIGHT RUNNERS EXPRESS			388.74-	

CITY OF BARABOO

Detail Ledger - Airport Rev &amp; Exp

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Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance			
03/06/2020	CR	4001817	FEB 2020-AIRPORT LANDING FEE - FREIGH Description: FEB 2020-AIRPORT LANDING FEE - FREIGHT RUNNERS/AIR CHARTER EXPRESS			388.74-				
04/13/2020	CR	6000228	AIRPORT LANDING FEE-MARCH 2020 - FREI Description: AIRPORT LANDING FEE-MARCH 2020 - FREIGHT RUNNERS			388.74-				
05/11/2020	CR	1001750	AIRPORT LANDING FEE-APRIL 2020 - FREIG Description: AIRPORT LANDING FEE-APRIL 2020 - FREIGHT RUNNERS ECPREDD			194.37-				
06/26/2020	CR	5001652	MAY 2020 - FREIGHT RUNNERS Description: MAY 2020 - FREIGHT RUNNERS			70.68-				
07/15/2020	CR	5001683	JUNE 2020 - FREIGHT RUNNERS Description: JUNE 2020 - FREIGHT RUNNERS			46.02-				
YTD Encumbrance		.00	YTD Actual	-1,477.29	Total	-1,477.29	YTD Budget	-4,000.00	Unearned	2,522.71
Appropriations_ County			01/01/2020 (00/20) Balance	630-35-47300-000						.00
01/21/2020	CR	6000203	AIPORT APPROPRIATION - SAUK COUNTY Description: AIPORT APPROPRIATION - SAUK COUNTY			4,100.00-				
YTD Encumbrance		.00	YTD Actual	-4,100.00	Total	-4,100.00	YTD Budget	-4,100.00	Unearned	.00
Appropriations- City			01/01/2020 (00/20) Balance	630-35-47300-100						.00
01/31/2020	JE	5	JE 01 32 Record Airport Appropriations from Cit			39,897.00-				
YTD Encumbrance		.00	YTD Actual	-39,897.00	Total	-39,897.00	YTD Budget	-39,897.00	Unearned	.00
Appropriations-Lake Delton			01/01/2020 (00/20) Balance	630-35-47300-200						.00
01/07/2020	CR	5001303	2020 OPERATING APPROPRIATION - VILLAG Description: 2020 OPERATING APPROPRIATION - VILLAGE OF LAKE DELTON			39,897.00-				
YTD Encumbrance		.00	YTD Actual	-39,897.00	Total	-39,897.00	YTD Budget	-39,897.00	Unearned	.00
Interest on Investments			01/01/2020 (00/20) Balance	630-35-48110-000						.00
01/31/2020	CRJE	6	JE 01 01 General Int 1000306/MM			9.53-				
02/29/2020	CRJE	2	JE 02 01 General Int 1000306/MM			18.97-				
03/31/2020	CRJE	7	JE 03 01 General Int 1000306/MM			13.28-				
04/30/2020	CRJE	5	JE 04 01 General Int 1000306/MM			14.59-				
05/31/2020	CRJE	3	JE 05 01 General Int 1000306/MM			15.37-				
06/30/2020	CRJE	7	JE 06 01 General Int 1000306/MM			11.42-				
YTD Encumbrance		.00	YTD Actual	-83.16	Total	-83.16	YTD Budget	-140.00	Unearned	56.84
Rents and Leases			01/01/2020 (00/20) Balance	630-35-48210-000						.00
01/03/2020	CR	4001626	JAN 2020 AIRPORT LEASE FBO - RYTE BYTE Description: JAN 2020 AIRPORT LEASE FBO - RYTE BYTE			200.00-				
01/27/2020	CR	5001362	FEB RENT 2020 - RYTE BYTE Description: FEB RENT 2020 - RYTE BYTE			200.00-				

CITY OF BARABOO

Detail Ledger - Airport Rev &amp; Exp

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Period: 01/20 - 07/20

Aug 04, 2020 08:19AM

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
01/14/2020	CR	25000438	JAN 2020 - TC AIRCARE Description: JAN 2020 - TC AIRCARE			600.00-	
02/13/2020	CR	25000451	FEB RENT 2020 - TC AIRCARE Description: FEB RENT 2020 - TC AIRCARE			600.00-	
03/02/2020	CR	5001500	MARCH 2020 - RYTE BYTE Description: MARCH 2020 - RYTE BYTE			200.00-	
03/17/2020	CR	25000476	MARCH 2020 - TC AIRCARE Description: MARCH 2020 - TC AIRCARE			600.00-	
01/15/2020	AP	486	BARABOO-DELLS FLIGHT CENTER **VendorNo: 220 **Inv. No: 2020-01 **Desc: Reduction for Rent **Inv. Date: 1/15/2020 **PO No:			1,314.68-	
02/15/2020	AP	488	BARABOO-DELLS FLIGHT CENTER **VendorNo: 220 **Inv. No: 2020-02 **Desc: Reduction for Rent **Inv. Date: 2/15/2020 **PO No:			657.34-	
03/15/2020	AP	490	BARABOO-DELLS FLIGHT CENTER **VendorNo: 220 **Inv. No: 2020-03 **Desc: Reduction for Rent **Inv. Date: 3/15/2020 **PO No:			657.34-	
04/15/2020	AP	492	BARABOO-DELLS FLIGHT CENTER **VendorNo: 220 **Inv. No: 2020-04 **Desc: Reduction for Rent **Inv. Date: 4/15/2020 **PO No:			657.34-	
04/01/2020	CR	4001855	AIRPORT LEASE FBO-APR 2020 - RYTE BYT Description: AIRPORT LEASE FBO-APR 2020 - RYTE BYTE			200.00-	
04/27/2020	CR	5001574	AIRPORT LEASE FBO-MAY 2020 - RYTE BYT Description: AIRPORT LEASE FBO-MAY 2020 - RYTE BYTE			200.00-	
04/10/2020	CR	25000494	APR 2020-AIRPORT LEASE FBO - TC AIRCA Description: APR 2020-AIRPORT LEASE FBO - TC AIRCARE			600.00-	
05/15/2020	AP	502	BARABOO-DELLS FLIGHT CENTER **VendorNo: 220 **Inv. No: 2020-05 **Desc: Reduction for Rent **Inv. Date: 5/15/2020 **PO No:			657.34-	
05/14/2020	CR	25000509	AIRPORT LEASE FBO-MAY 2020 - TCAIRCARE Description: AIRPORT LEASE FBO-MAY 2020 - TCAIRCARE			600.00-	
06/15/2020	AP	490	BARABOO-DELLS FLIGHT CENTER **VendorNo: 220 **Inv. No: 2020-06 **Desc: Reduction for Rent **Inv. Date: 6/15/2020 **PO No:			657.34-	
06/01/2020	CR	4001943	AIRPORT LEASE FBO-JUNE 2020 - RYTE BY Description: AIRPORT LEASE FBO-JUNE 2020 - RYTE BYTE INC.			200.00-	
06/29/2020	CR	5001656	AIRPORT LEASE FBO-JULY 2020 - ryte byte Description: AIRPORT LEASE FBO-JULY 2020 - ryte byte			200.00-	
06/10/2020	CR	25000522	AIRPORT LEASE FBO-JUNE 2020 - TC AIRCA Description: AIRPORT LEASE FBO-JUNE 2020 - TC AIRCARE			600.00-	
07/15/2020	AP	544	BARABOO-DELLS FLIGHT CENTER **VendorNo: 220 **Inv. No: 2020-07 **Desc: Reduction for Rent **Inv. Date: 7/15/2020 **PO No:			657.34-	

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07/14/2020	CR	25000529	JULY 2020 - TC AIRCARE Description: JULY 2020 - TC AIRCARE			600.00-				
YTD Encumbrance		.00	YTD Actual	-10,858.72	Total	-10,858.72	YTD Budget	-18,000.00	Unearned	7,141.28
Ag Land Rental			01/01/2020 (00/20) Balance	630-35-48211-000						.00
05/05/2020	CR	5001578	CROP LEASE-SHAW 2020 1ST HALF - JANIC Description: CROP LEASE-SHAW 2020 1ST HALF - JANICE SHAW			4,750.00-				
YTD Encumbrance		.00	YTD Actual	-4,750.00	Total	-4,750.00	YTD Budget	-13,200.00	Unearned	8,450.00
Hangar Lot Lease			01/01/2020 (00/20) Balance	630-35-48212-000						.00
01/22/2020	AR	23	Billings - 630AIRPORT - Alpine Aviation Inc			1,247.53-				
01/22/2020	AR	33	Billings - 630AIRPORT - Badger Aero, LLC			2,515.59-				
01/22/2020	AR	71	Billings - 630AIRPORT - Boda, James			410.59-				
01/22/2020	AR	81	Billings - 630AIRPORT - Burns, Jerry & Sharon			259.43-				
01/22/2020	AR	153	Billings - 630AIRPORT - Clement, Jim			162.00-				
01/22/2020	AR	223	Billings - 630AIRPORT - Danner & Stoeckmann			519.04-				
01/22/2020	AR	245	Billings - 630AIRPORT - Dixon, Morris			386.24-				
01/22/2020	AR	405	Billings - 630AIRPORT - Farra, Phil			579.84-				
01/22/2020	AR	411	Billings - 630AIRPORT - Fly Away Home			223.24-				
01/22/2020	AR	413	Billings - 630AIRPORT - FLY AWAY HOME			1,078.24-				
01/22/2020	AR	439	Billings - 630AIRPORT - Goodall, SAMUEL			224.37-				
01/22/2020	AR	445	Billings - 630AIRPORT - HENNING, RON			527.68-				
01/22/2020	AR	451	Billings - 630AIRPORT - Hill, Randall			586.94-				
01/22/2020	AR	489	Billings - 630AIRPORT - Johnsen, William			213.70-				
01/22/2020	AR	491	Billings - 630AIRPORT - Johnsen, William			775.04-				
01/22/2020	AR	497	Billings - 630AIRPORT - Knutson, Daniel			579.84-				
01/22/2020	AR	505	Billings - 630AIRPORT - Krueger, Patrick & Hei			157.62-				
01/22/2020	AR	539	Billings - 630AIRPORT - Lombard, Clinton			196.02-				
01/22/2020	AR	545	Billings - 630AIRPORT - Lumsden, William J			217.36-				
01/22/2020	AR	551	Billings - 630AIRPORT - Matusky, Greg			310.84-				
01/22/2020	AR	561	Billings - 630AIRPORT - McDaniel, Eldon			568.81-				
01/22/2020	AR	583	Billings - 630AIRPORT - Morris, JEFF			1,311.64-				
01/22/2020	AR	605	Billings - 630AIRPORT - Olah, MICHEAL			911.52-				
01/22/2020	AR	627	Billings - 630AIRPORT - Powell, Milton			220.87-				
01/22/2020	AR	629	Billings - 630AIRPORT - JAMES PREDITH REV			285.79-				
01/22/2020	AR	631	Billings - 630AIRPORT - Premo Revocable Trus			579.84-				
01/22/2020	AR	653	Billings - 630AIRPORT - Solomon, Isaac			196.02-				
01/22/2020	AR	679	Billings - 630AIRPORT - Triple J Holdings LLC			200.92-				
01/22/2020	AR	685	Billings - 630AIRPORT - Veit, Darryl			682.88-				
01/22/2020	AR	711	Billings - 630AIRPORT - Waterman, Jack			744.50-				
01/22/2020	AR	729	Billings - 630AIRPORT - White Mountain Trust			166.62-				
01/22/2020	AR	735	Billings - 630AIRPORT - WOLFF, Paul			493.90-				
01/22/2020	AR	737	Billings - 630AIRPORT - Wolf Jr., Joseph R			224.37-				
01/22/2020	AR	739	Billings - 630AIRPORT - Wood Jr., Ned			224.37-				
01/22/2020	AR	855	Billings - 630AIRPORT - AIR WILDERNESS, LL			1,594.45-				
01/22/2020	AR	861	Billings - 630AIRPORT - NELSON FAMILY HOL			838.60-				
01/22/2020	AR	863	Billings - 630AIRPORT - TAP Aviation, LLC			196.02-				
01/22/2020	AR	865	Billings - 630AIRPORT - Mickel, Steve			162.00-				
01/22/2020	AR	867	Billings - 630AIRPORT - Bravo Ventures LLC			1,152.15-				
01/22/2020	AR	869	Billings - 630AIRPORT - JE Aero LLC			704.00-				
01/22/2020	AR	899	Billings - 630AIRPORT - Young, Michael			224.37-				

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01/22/2020	AR	901	Billings - 630AIRPORT - Ederer, Martin			196.02-	
01/22/2020	AR	911	Billings - 630AIRPORT - Lytle, David			818.34-	
01/22/2020	AR	935	Billings - 630AIRPORT - Laubeneiger, Bernadet			759.68-	
01/22/2020	AR	939	Billings - 630AIRPORT - FSI INC (Culver's)			1,584.00-	
06/11/2020	CR	1001793	EXTRA LOT LEASE AMOUNT PAID - Fly Away Description: EXTRA LOT LEASE AMOUNT PAID - Fly Away Home			5.60-	
06/16/2020	CR	1001801	APPLICATION FEE LOT 41 - DAREN PETERS Description: APPLICATION FEE LOT 41 - DAREN PETERSON & BARBARA MCCLURE			250.00-	
YTD Encumbrance .00 YTD Actual -26,468.43 Total -26,468.43 YTD Budget -27,000.00 Unearned 531.57							
Hangar Keeper Fee 01/01/2020 (00/20) Balance 630-35-48213-000 .00							
YTD Encumbrance .00 YTD Actual .00 Total .00 YTD Budget .00 Unearned .00							
Hangar rental 01/01/2020 (00/20) Balance 630-35-48214-000 .00							
YTD Encumbrance .00 YTD Actual .00 Total .00 YTD Budget .00 Unearned .00							
Sale of Assets 01/01/2020 (00/20) Balance 630-35-48300-000 .00							
YTD Encumbrance .00 YTD Actual .00 Total .00 YTD Budget .00 Unearned .00							
Insurance Recoveries 01/01/2020 (00/20) Balance 630-35-48400-000 .00							
YTD Encumbrance .00 YTD Actual .00 Total .00 YTD Budget .00 Unearned .00							
Refund of Prior Years Expense 01/01/2020 (00/20) Balance 630-35-48920-000 .00							
YTD Encumbrance .00 YTD Actual .00 Total .00 YTD Budget .00 Unearned .00							
Miscellaneous Income 01/01/2020 (00/20) Balance 630-35-48990-000 .00							
05/05/2020	CR	5001580	AIRPORT- PATRONAGE DIVIDEND 2019 - UNI Description: AIRPORT- PATRONAGE DIVIDEND 2019 - UNITED COOPERATIVE			82.70-	
YTD Encumbrance .00 YTD Actual -82.70 Total -82.70 YTD Budget -500.00 Unearned 417.30							
Proceeds from Notes 01/01/2020 (00/20) Balance 630-35-49120-000 .00							
YTD Encumbrance .00 YTD Actual .00 Total .00 YTD Budget .00 Unearned .00							
Fund Balance Applied 01/01/2020 (00/20) Balance 630-35-49300-000 .00							
YTD Encumbrance .00 YTD Actual .00 Total .00 YTD Budget .00 Unearned .00							
Wages 01/01/2020 (00/20) Balance 630-35-53510-120-0 .00							
01/29/2020	PC	104	PAYROLL TRANS FOR 1/18/2020 PAY PERIO		257.06		
02/12/2020	PC	3	PAYROLL TRANS FOR 2/1/2020 PAY PERIOD		517.21		
02/26/2020	PC	130	PAYROLL TRANS FOR 2/15/2020 PAY PERIO		18.94		
03/11/2020	PC	3	PAYROLL TRANS FOR 2/29/2020 PAY PERIO		195.63		
03/25/2020	PC	134	PAYROLL TRANS FOR 3/14/2020 PAY PERIO		255.42		
04/22/2020	PC	125	PAYROLL TRANS FOR 4/11/2020 PAY PERIOD		37.87		

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05/06/2020	PC	3	PAYROLL TRANS FOR 4/25/2020 PAY PERIO		18.94			
05/20/2020	PC	133	PAYROLL TRANS FOR 5/9/2020 PAY PERIOD		618.29			
06/03/2020	PC	2	PAYROLL TRANS FOR 5/23/2020 PAY PERIO		169.14			
06/17/2020	PC	155	PAYROLL TRANS FOR 6/6/2020 PAY PERIOD		245.87			
07/01/2020	PC	2	PAYROLL TRANS FOR 6/20/2020 PAY PERIO		37.87			
07/15/2020	PC	190	PAYROLL TRANS FOR 7/4/2020 PAY PERIOD		45.42			
07/29/2020	PC	283	PAYROLL TRANS FOR 7/18/2020 PAY PERIO		18.94			
YTD Encumbrance		.00	YTD Actual	2,436.60 Total	2,436.60	YTD Budget	9,572.00 Unexpended	7,135.40
Social Security			01/01/2020 (00/20) Balance	630-35-53510-130-0				.00
01/29/2020	PB	187	PAYROLL TRANS FOR 1/18/2020 PAY PERIO		68.47			
02/12/2020	PB	23	PAYROLL TRANS FOR 2/1/2020 PAY PERIOD		65.65			
02/26/2020	PB	226	PAYROLL TRANS FOR 2/15/2020 PAY PERIO		1.37			
03/11/2020	PB	21	PAYROLL TRANS FOR 2/29/2020 PAY PERIO		14.29			
03/25/2020	PB	224	PAYROLL TRANS FOR 3/14/2020 PAY PERIO		18.72			
04/22/2020	PB	212	PAYROLL TRANS FOR 4/11/2020 PAY PERIOD		2.73			
05/06/2020	PB	21	PAYROLL TRANS FOR 4/25/2020 PAY PERIO		1.37			
05/20/2020	PB	236	PAYROLL TRANS FOR 5/9/2020 PAY PERIOD		44.68			
06/03/2020	PB	23	PAYROLL TRANS FOR 5/23/2020 PAY PERIO		12.45			
06/17/2020	PB	250	PAYROLL TRANS FOR 6/6/2020 PAY PERIOD		18.03			
07/01/2020	PB	23	PAYROLL TRANS FOR 6/20/2020 PAY PERIO		2.74			
07/15/2020	PB	320	PAYROLL TRANS FOR 7/4/2020 PAY PERIOD		3.31			
07/29/2020	PB	496	PAYROLL TRANS FOR 7/18/2020 PAY PERIO		1.43			
YTD Encumbrance		.00	YTD Actual	255.24 Total	255.24	YTD Budget	713.00 Unexpended	457.76
Retirement			01/01/2020 (00/20) Balance	630-35-53510-131-0				.00
01/29/2020	PB	181	PAYROLL TRANS FOR 1/18/2020 PAY PERIO		75.55			
02/12/2020	PB	14	PAYROLL TRANS FOR 2/1/2020 PAY PERIOD		71.40			
02/26/2020	PB	218	PAYROLL TRANS FOR 2/15/2020 PAY PERIO		1.55			
03/11/2020	PB	13	PAYROLL TRANS FOR 2/29/2020 PAY PERIO		15.95			
03/25/2020	PB	218	PAYROLL TRANS FOR 3/14/2020 PAY PERIO		20.83			
04/22/2020	PB	208	PAYROLL TRANS FOR 4/11/2020 PAY PERIOD		3.09			
05/06/2020	PB	13	PAYROLL TRANS FOR 4/25/2020 PAY PERIO		1.55			
05/20/2020	PB	230	PAYROLL TRANS FOR 5/9/2020 PAY PERIOD		50.41			
06/03/2020	PB	15	PAYROLL TRANS FOR 5/23/2020 PAY PERIO		13.83			
06/17/2020	PB	244	PAYROLL TRANS FOR 6/6/2020 PAY PERIOD		20.06			
07/01/2020	PB	15	PAYROLL TRANS FOR 6/20/2020 PAY PERIO		3.09			
07/15/2020	PB	319	PAYROLL TRANS FOR 7/4/2020 PAY PERIOD		3.71			
07/29/2020	PB	488	PAYROLL TRANS FOR 7/18/2020 PAY PERIO		1.55			
YTD Encumbrance		.00	YTD Actual	282.57 Total	282.57	YTD Budget	780.00 Unexpended	497.43
Health Insurance			01/01/2020 (00/20) Balance	630-35-53510-132-0				.00
01/29/2020	PB	170	PAYROLL TRANS FOR 1/18/2020 PAY PERIO		169.12			
02/12/2020	PB	5	PAYROLL TRANS FOR 2/1/2020 PAY PERIOD		98.52			
02/26/2020	PB	206	PAYROLL TRANS FOR 2/15/2020 PAY PERIO		4.70			
03/11/2020	PB	5	PAYROLL TRANS FOR 2/29/2020 PAY PERIO		40.56			
03/25/2020	PB	207	PAYROLL TRANS FOR 3/14/2020 PAY PERIO		45.25			
04/22/2020	PB	198	PAYROLL TRANS FOR 4/11/2020 PAY PERIOD		8.30			
05/06/2020	PB	5	PAYROLL TRANS FOR 4/25/2020 PAY PERIO		4.70			
05/20/2020	PB	218	PAYROLL TRANS FOR 5/9/2020 PAY PERIOD		152.50			
06/03/2020	PB	6	PAYROLL TRANS FOR 5/23/2020 PAY PERIO		28.88			
06/17/2020	PB	233	PAYROLL TRANS FOR 6/6/2020 PAY PERIOD		46.98			

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07/01/2020	PB	6	PAYROLL TRANS FOR 6/20/2020 PAY PERIO		9.40		
07/15/2020	PB	317	PAYROLL TRANS FOR 7/4/2020 PAY PERIOD		13.83		
YTD Encumbrance		.00	YTD Actual 622.74 Total 622.74 YTD Budget	1,624.00 Unexpended	1,001.26		
Life Insurance			01/01/2020 (00/20) Balance	630-35-53510-133-0			.00
YTD Encumbrance		.00	YTD Actual .00 Total .00 YTD Budget	5.00 Unexpended	5.00		
Income Continuation			01/01/2020 (00/20) Balance	630-35-53510-134-0			.00
YTD Encumbrance		.00	YTD Actual .00 Total .00 YTD Budget	.00 Unexpended	.00		
Contracted Services			01/01/2020 (00/20) Balance	630-35-53510-200-0			.00
01/15/2020	AP	485	BARABOO-DELLS FLIGHT CENTER **VendorNo: 220 **Inv. No: 2020-01 **Desc: Maintenance Contract **Inv. Date: 1/15/2020 **PO No:		3,500.00		
02/15/2020	AP	487	BARABOO-DELLS FLIGHT CENTER **VendorNo: 220 **Inv. No: 2020-02 **Desc: Maintenance Contract **Inv. Date: 2/15/2020 **PO No:		3,500.00		
03/15/2020	AP	489	BARABOO-DELLS FLIGHT CENTER **VendorNo: 220 **Inv. No: 2020-03 **Desc: Maintenance Contract **Inv. Date: 3/15/2020 **PO No:		3,500.00		
04/15/2020	AP	491	BARABOO-DELLS FLIGHT CENTER **VendorNo: 220 **Inv. No: 2020-04 **Desc: Maintenance Contract **Inv. Date: 4/15/2020 **PO No:		3,500.00		
05/15/2020	AP	501	BARABOO-DELLS FLIGHT CENTER **VendorNo: 220 **Inv. No: 2020-05 **Desc: Maintenance Contract **Inv. Date: 5/15/2020 **PO No:		3,500.00		
06/15/2020	AP	489	BARABOO-DELLS FLIGHT CENTER **VendorNo: 220 **Inv. No: 2020-06 **Desc: Maintenance Contract **Inv. Date: 6/15/2020 **PO No:		3,500.00		
07/15/2020	AP	543	BARABOO-DELLS FLIGHT CENTER **VendorNo: 220 **Inv. No: 2020-07 **Desc: Maintenance Contract **Inv. Date: 7/15/2020 **PO No:		3,500.00		
YTD Encumbrance		.00	YTD Actual 24,500.00 Total 24,500.00 YTD Budget	42,000.00 Unexpended	17,500.00		
Publishing			01/01/2020 (00/20) Balance	630-35-53510-210-0			.00
YTD Encumbrance		.00	YTD Actual .00 Total .00 YTD Budget	40.00 Unexpended	40.00		
Professional Services			01/01/2020 (00/20) Balance	630-35-53510-215-0			.00
01/29/2020	PC	153	PAYROLL TRANS FOR 1/18/2020 PAY PERIO		669.90		
02/12/2020	PC	56	PAYROLL TRANS FOR 2/1/2020 PAY PERIOD		358.88		
04/29/2020	AP	498	BAKER TILLY VIRCHOW KRAUSE LLP **VendorNo: 200 **Inv. No: BT1607403 **Desc: AIR-2019 FIN STMT AUDIT **Inv. Date: 4/29/2020 **PO No:		1,082.00		
05/28/2020	AP	488	BAKER TILLY VIRCHOW KRAUSE LLP **VendorNo: 200 **Inv. No: BT1631105 **Desc: AIR- AUDIT DEC 2019-MAY 2020 **Inv. Date: 5/28/2020 **PO No:		1,365.00		

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06/30/2020	JE	13	JE 06 27 Pay the Airport Attorney/Engineering		3,971.22			
06/29/2020	AP	530	BAKER TILLY VIRCHOW KRAUSE LLP **VendorNo: 200 **Inv. No: BT1642354 **Desc: AIR-AUDIT DEC 2019 THRU 6/29/20 **Inv. Date: 6/29/2020 **PO No:		1,646.00			
YTD Encumbrance		.00	YTD Actual	9,093.00 Total	9,093.00	YTD Budget	15,000.00 Unexpended	5,907.00
Telephone			01/01/2020 (00/20) Balance	630-35-53510-220-0				.00
01/17/2020	AP	158	CENTURYLINK **VendorNo: 458 **Inv. No: 301300963-011720 **Desc: AIR-JAN 2020 PHONE **Inv. Date: 1/17/2020 **PO No:		60.61			
01/31/2020	AP	35	CENTURYLINK **VendorNo: 458 **Inv. No: 1485456078 **Desc: AIR-JAN 2020 LONG DISTANCE **Inv. Date: 1/31/2020 **PO No:		.07			
02/17/2020	AP	74	CENTURYLINK **VendorNo: 458 **Inv. No: 301300963-021720 **Desc: AIR-FEB PHONE 2020 **Inv. Date: 2/17/2020 **PO No:		60.61			
02/29/2020	AP	39	CENTURYLINK **VendorNo: 458 **Inv. No: 1487310879 **Desc: AIR-FEB LONG DISTANCE **Inv. Date: 2/29/2020 **PO No:		.07			
03/31/2020	AP	58	CENTURYLINK **VendorNo: 458 **Inv. No: 1489220913 **Desc: AIR-MARCH LONG DISTANCE **Inv. Date: 3/31/2020 **PO No:		.07			
03/17/2020	AP	97	CENTURYLINK **VendorNo: 458 **Inv. No: 301300963-031720 **Desc: AIR-MAR 2020 PHONE **Inv. Date: 3/17/2020 **PO No:		60.61			
04/17/2020	AP	57	CENTURYLINK **VendorNo: 458 **Inv. No: 301300963-041720 **Desc: AIR-MAR 2020 PHONE **Inv. Date: 4/17/2020 **PO No:		60.42			
04/30/2020	AP	33	CENTURYLINK **VendorNo: 458 **Inv. No: 1491347412 **Desc: AIR-APR 2020 LONG DISTANCE PHONE **Inv. Date: 4/30/2020 **PO No:		.07			
05/17/2020	AP	76	CENTURYLINK **VendorNo: 458 **Inv. No: 301300963-051720 **Desc: AIR-MAY 2020 PHONE **Inv. Date: 5/17/2020 **PO No:		60.42			
05/31/2020	AP	527	CENTURYLINK **VendorNo: 458 **Inv. No: 1492795021 **Desc: AIR-MAY 2020 LONG DISTANC **Inv. Date: 5/31/2020 **PO No:		.07			
06/17/2020	AP	47	CENTURYLINK **VendorNo: 458 **Inv. No: 301300963-061720 **Desc: AIR-JUNE 2020 PHONE **Inv. Date: 6/17/2020 **PO No:		60.42			
YTD Encumbrance		.00	YTD Actual	363.44 Total	363.44	YTD Budget	700.00 Unexpended	336.56
Electricity			01/01/2020 (00/20) Balance	630-35-53510-222-0				.00
02/03/2020	AP	8	ALLIANT ENERGY **VendorNo: 74 **Inv. No: 002634-020320 **Desc: AIR-JAN 2020 SERVICE AREA LIGHTING **Inv. Date: 2/3/2020 **PO No:		13.98			

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02/07/2020	AP	16	ALLIANT ENERGY **VendorNo: 74 **Inv. No: 139770-020720 **Desc: AIR-JAN 2020 BD ENTRY SIGN/SRE BLDG **Inv. Date: 2/7/2020 **PO No:		90.56		
02/04/2020	AP	40	ALLIANT ENERGY **VendorNo: 74 **Inv. No: 861880-020420 **Desc: AIR-JAN 2020 RUNWAY ELECTRIC **Inv. Date: 2/4/2020 **PO No:		548.40		
01/24/2020	AP	497	TOWN OF DELTON **VendorNo: 2524 **Inv. No: 012420 **Desc: AIR-2020 STREET LIGHTS **Inv. Date: 1/24/2020 **PO No:		284.10		
03/02/2020	AP	391	ALLIANT ENERGY **VendorNo: 74 **Inv. No: 002634-030220 **Desc: AIRFEB 2020-AREA LIGHTING **Inv. Date: 3/2/2020 **PO No: 4168		13.98		
03/06/2020	AP	398	ALLIANT ENERGY **VendorNo: 74 **Inv. No: 139770-030620 **Desc: AIR-SRE BLG-FEB 2020- ELECTRICITY **Inv. Date: 3/6/2020 **PO No: 4168		76.61		
03/03/2020	AP	420	ALLIANT ENERGY **VendorNo: 74 **Inv. No: 861880-030320 **Desc: AIR-RUNWAY-FEB 2020- ELECTRICITY **Inv. Date: 3/3/2020 **PO No: 4168		439.26		
04/01/2020	AP	1	ALLIANT ENERGY **VendorNo: 74 **Inv. No: 002634-040120 **Desc: AIR- MAR 2020 AREA LIGHTING SERVICE **Inv. Date: 4/1/2020 **PO No:		13.98		
04/02/2020	AP	7	ALLIANT ENERGY **VendorNo: 74 **Inv. No: 861880-040220 **Desc: AIR-RUNWAY-ELECTRICITY **Inv. Date: 4/2/2020 **PO No: 4168		523.75		
04/07/2020	AP	430	ALLIANT ENERGY **VendorNo: 74 **Inv. No: 139770-040720 **Desc: AIR-MAR 2020 ELECTRICITY **Inv. Date: 4/7/2020 **PO No: 4168		56.04		
05/01/2020	AP	435	ALLIANT ENERGY **VendorNo: 74 **Inv. No: 002634-050120 **Desc: AIR-AREA LIGHTING SERVICE APR 2020 ELECTRICITY **Inv. Date: 5/1/2020 **PO No: 4168		13.98		
05/07/2020	AP	442	ALLIANT ENERGY **VendorNo: 74 **Inv. No: 139770-050720 **Desc: AIR- APR 2020-SRE BUILDING ELECTRICITY **Inv. Date: 5/7/2020 **PO No: 4168		68.91		
05/04/2020	AP	468	ALLIANT ENERGY **VendorNo: 74 **Inv. No: 861880-050420 **Desc: AIR-APR 2020 ELECTRIC RUNWAY **Inv. Date: 5/4/2020 **PO No: 4168		492.04		
06/01/2020	AP	6	ALLIANT ENERGY **VendorNo: 74 **Inv. No: 002634-060120 **Desc: AIR-MAY 2020 AREA LIGHTING ELECTRICITY **Inv. Date: 6/1/2020 **PO No: 4168		13.98		
06/05/2020	AP	430	ALLIANT ENERGY **VendorNo: 74 **Inv. No: 139770-060520 **Desc: AIR-MAY 2020 SRE BLDG ELECTRICITY **Inv. Date: 6/5/2020 **PO No: 4168		56.50		
06/02/2020	AP	456	ALLIANT ENERGY **VendorNo: 74 **Inv. No: 861880-060220 **Desc: AIR-MAY 2020 RUNWAY ELECTRICITY **Inv. Date: 6/2/2020 **PO No: 4168		416.94		
07/01/2020	AP	2	ALLIANT ENERGY **VendorNo: 74 **Inv. No: 002634-070120 **Desc: AIR-ELECTRICITY-JUNE 2020 AREA LIGHTING SERVICE **Inv. Date: 7/1/2020 **PO No: 4168		13.98		

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07/02/2020	AP	6	ALLIANT ENERGY **VendorNo: 74 **Inv. No: 861880-070220 **Desc: AIR-ELECTRICITY RUNWAY ELECTRIC JUNE 2020 **Inv. Date: 7/2/2020 **PO No: 4168		432.38		
07/08/2020	AP	477	ALLIANT ENERGY **VendorNo: 74 **Inv. No: 139770-070820 **Desc: AIR-ELECTRICITY-JUNE 2020-SRE BLDG **Inv. Date: 7/8/2020 **PO No: 4168		58.23		
YTD Encumbrance 2,385.42 YTD Actual 3,627.60 Total 6,013.02 YTD Budget 6,000.00 Unexpended (13.02)							
Heat			01/01/2020 (00/20) Balance	630-35-53510-223-0			.00
02/07/2020	AP	17	ALLIANT ENERGY **VendorNo: 74 **Inv. No: 139770-020720 **Desc: AIR-JAN 2020 SRE BLDG GAS **Inv. Date: 2/7/2020 **PO No:		173.79		
03/06/2020	AP	399	ALLIANT ENERGY **VendorNo: 74 **Inv. No: 139770-030620 **Desc: AIR-SRE BLDG-FEB 2020 GAS **Inv. Date: 3/6/2020 **PO No: 4168		161.55		
04/07/2020	AP	431	ALLIANT ENERGY **VendorNo: 74 **Inv. No: 139770-040720 **Desc: AIR-MAR 2020 HEAT **Inv. Date: 4/7/2020 **PO No: 4168		68.88		
05/07/2020	AP	443	ALLIANT ENERGY **VendorNo: 74 **Inv. No: 139770-050720 **Desc: AIR-APR 2020 SRE HEAT **Inv. Date: 5/7/2020 **PO No: 4168		23.72		
06/05/2020	AP	431	ALLIANT ENERGY **VendorNo: 74 **Inv. No: 139770-060520 **Desc: AIR-MAY 2020 SRE BLDG HEAT **Inv. Date: 6/5/2020 **PO No: 4168		14.20		
07/08/2020	AP	478	ALLIANT ENERGY **VendorNo: 74 **Inv. No: 139770-070820 **Desc: AIR-HEAT-JUNE 2020-SRE BLDG **Inv. Date: 7/8/2020 **PO No: 4168		14.22		
YTD Encumbrance 743.43 YTD Actual 456.36 Total 1,199.79 YTD Budget 1,200.00 Unexpended .21							
Repair & Maint Serv-Equipment			01/01/2020 (00/20) Balance	630-35-53510-250-0			.00
01/25/2020	AP	200	JOHN DEERE FINANCIAL **VendorNo: 830 **Inv. No: 11111-14808-012520 **Desc: AIR-JAN 2020 BATTERY NEW HOLLAND **Inv. Date: 1/25/2020 **PO No:		127.28		
02/18/2020	AP	367	CONTREE SPRAYER & EQUIPMENT COMPA **VendorNo: 3608 **Inv. No: 60796 **Desc: AIR-SPRAYER **Inv. Date: 2/18/2020 **PO No: 4127		.00		
04/06/2020	AP	726	NAPA AUTO PARTS **VendorNo: 1740 **Inv. No: 378490 **Desc: AIR-FUEL/AIR FILTERS LAWNMOWER **Inv. Date: 4/6/2020 **PO No:		25.93		
05/25/2020	AP	105	JOHN DEERE FINANCIAL **VendorNo: 830 **Inv. No: 14808-052520 **Desc: AIR-MAY 2020 MOWER BLADES **Inv. Date: 5/25/2020 **PO No:		385.97		
05/19/2020	AP	846	CARL F STATZ & SONS INC. **VendorNo: 3319 **Inv. No: C29335 **Desc: AIR-NEW HOLLAND TRACTOR REPAIR **Inv. Date: 5/19/2020 **PO No:		472.68		
05/14/2020	AP	548	BARABOO POWER EQUIPMENT INC **VendorNo: 236 **Inv. No: 76431 **Desc: AIR-STIHL TRIMMER REPAIR **Inv. Date: 5/14/2020 **PO No:		131.52		

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07/09/2020	AP	711	MCFARLANES INC **VendorNo: 1579 **Inv. No: IV43080 **Desc: AIR-SMALL ENGINE PARTS **Inv. Date: 7/9/2020 **PO No:		57.02		
05/18/2020	AP	921	HARTJE FARM & POWER EQUIPMENT **VendorNo: 3764 **Inv. No: 046507 **Desc: AIR-THERMOSTAT **Inv. Date: 5/18/2020 **PO No:		26.41		
YTD Encumbrance		.00	YTD Actual	1,226.81 Total	1,226.81	YTD Budget	9,865.00 Unexpended 8,638.19
Fuel Station Maintenance			01/01/2020 (00/20) Balance	630-35-53510-251-0			.00
02/14/2020	AP	662	METCO **VendorNo: 1613 **Inv. No: 184072 **Desc: AIR-TANK PROBE REPAIR **Inv. Date: 2/14/2020 **PO No:		207.00		
03/11/2020	AP	267	METCO **VendorNo: 1613 **Inv. No: 184475 **Desc: AIR-2020 FUNTIONALITY TESTING **Inv. Date: 3/11/2020 **PO No:		292.00		
YTD Encumbrance		.00	YTD Actual	499.00 Total	499.00	YTD Budget	1,000.00 Unexpended 501.00
Repair & Maint Serv-Buildings			01/01/2020 (00/20) Balance	630-35-53510-260-0			.00
01/17/2020	AP	728	POINTON HEATING & AIR **VendorNo: 1969 **Inv. No: 000824400000 **Desc: AIR-HEATER REPAIR TC AIRCARE HANGER **Inv. Date: 1/17/2020 **PO No:		957.00		
01/27/2020	AP	320	POINTON HEATING & AIR **VendorNo: 1969 **Inv. No: 000824690000 **Desc: AIR- HEATER REPAIR **Inv. Date: 1/27/2020 **PO No:		352.76		
YTD Encumbrance		.00	YTD Actual	1,309.76 Total	1,309.76	YTD Budget	1,250.00 Unexpended (59.76)
Special Services			01/01/2020 (00/20) Balance	630-35-53510-270-0			.00
06/30/2020	JE	13	JE 06 27 Pay Airport Administration Fees		2,000.00		
YTD Encumbrance		.00	YTD Actual	2,000.00 Total	2,000.00	YTD Budget	2,200.00 Unexpended 200.00
DOT Maintenance Agreement			01/01/2020 (00/20) Balance	630-35-53510-273-0			.00
YTD Encumbrance		.00	YTD Actual	.00 Total	.00	YTD Budget	.00 Unexpended .00
Repair & Maint Serv-Facilities			01/01/2020 (00/20) Balance	630-35-53510-280-0			.00
01/02/2020	AP	218	MENARDS - BARABOO **VendorNo: 1605 **Inv. No: 29490-31900334 **Desc: AIR-PLYWOOD RUNWAY END MARKERS **Inv. Date: 1/2/2020 **PO No:		59.40		
01/27/2020	AP	237	HILLS WIRING INC **VendorNo: 1152 **Inv. No: 75136 **Desc: AIR-PARKING RAMP LIGHT POLE REPAIRS **Inv. Date: 1/27/2020 **PO No:		1,345.29		
YTD Encumbrance		1,230.00	YTD Actual	1,404.69 Total	2,634.69	YTD Budget	2,635.00 Unexpended .31
Snow Removal & Mowing			01/01/2020 (00/20) Balance	630-35-53510-281-0			.00
YTD Encumbrance		.00	YTD Actual	.00 Total	.00	YTD Budget	.00 Unexpended .00

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Lighting Repairs			01/01/2020 (00/20) Balance	630-35-53510-282-0			.00
06/30/2020	AP	923	UNITED ELECTRIC INC. **VendorNo: 3774 **Inv. No: 66103 **Desc: AIR-A3 LIGHTING REPAIR **Inv. Date: 6/30/2020 **PO No:		190.00		
YTD Encumbrance		.00	YTD Actual	190.00 Total	190.00	YTD Budget	400.00 Unexpended 210.00
Runway & Taxi Repairs			01/01/2020 (00/20) Balance	630-35-53510-283-0			.00
YTD Encumbrance		.00	YTD Actual	.00 Total	.00	YTD Budget	6,405.00 Unexpended 6,405.00
Road Repair			01/01/2020 (00/20) Balance	630-35-53510-285-0			.00
YTD Encumbrance		.00	YTD Actual	.00 Total	.00	YTD Budget	.00 Unexpended .00
Other Contracted Services			01/01/2020 (00/20) Balance	630-35-53510-290-0			.00
YTD Encumbrance		.00	YTD Actual	.00 Total	.00	YTD Budget	.00 Unexpended .00
Office Supplies			01/01/2020 (00/20) Balance	630-35-53510-310-0			.00
03/31/2020	JE	41	JE 03 18 Quarterly Copies		40.32		
03/31/2020	JE	41	JE 03 18 Quarterly Postage		23.00		
06/30/2020	JE	5	JE 06 18 Quarterly Copies		7.89		
YTD Encumbrance		.00	YTD Actual	71.21 Total	71.21	YTD Budget	50.00 Unexpended (21.21)
Publications. Training. Dues			01/01/2020 (00/20) Balance	630-35-53510-320-0			.00
YTD Encumbrance		.00	YTD Actual	.00 Total	.00	YTD Budget	240.00 Unexpended 240.00
Travel			01/01/2020 (00/20) Balance	630-35-53510-330-0			.00
YTD Encumbrance		.00	YTD Actual	.00 Total	.00	YTD Budget	60.00 Unexpended 60.00
Operating Supplies			01/01/2020 (00/20) Balance	630-35-53510-340-0			.00
01/10/2020	AP	728	THE GREEN EARTH DEICER COMPANY **VendorNo: 3607 **Inv. No: 10660 **Desc: AIR-DEICER **Inv. Date: 1/10/2020 **PO No: 4128		4,829.90		
YTD Encumbrance		.00	YTD Actual	4,829.90 Total	4,829.90	YTD Budget	7,500.00 Unexpended 2,670.10
Gas. Diesel. Oil. Grease			01/01/2020 (00/20) Balance	630-35-53510-348-0			.00
01/25/2020	AP	199	JOHN DEERE FINANCIAL **VendorNo: 830 **Inv. No: 11111-14808-012520 **Desc: AIR-JAN 2020 FUEL **Inv. Date: 1/25/2020 **PO No:		755.58		
02/25/2020	AP	91	JOHN DEERE FINANCIAL **VendorNo: 830 **Inv. No: 14808-022520 **Desc: AIR-FEB 2020 FUEL **Inv. Date: 2/25/2020 **PO No:		882.78		
04/06/2020	AP	727	NAPA AUTO PARTS **VendorNo: 1740 **Inv. No: 378496 **Desc: AIR-10W30 OIL **Inv. Date: 4/6/2020 **PO No:		23.73		
04/25/2020	AP	592	JOHN DEERE FINANCIAL **VendorNo: 830 **Inv. No: 14808-042520 **Desc: AIR-APR 2020 FUEL **Inv. Date: 4/25/2020 **PO No:		31.19		

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05/25/2020	AP	104	JOHN DEERE FINANCIAL **VendorNo: 830 **Inv. No: 14808-052520 **Desc: AIR-MAY2020-DEISEL **Inv. Date: 5/25/2020 **PO No:		242.63			
06/25/2020	AP	135	JOHN DEERE FINANCIAL **VendorNo: 830 **Inv. No: 14808-062520 **Desc: AIR-JUNE 2020 FUEL **Inv. Date: 6/25/2020 **PO No:		501.34			
YTD Encumbrance		.00	YTD Actual	2,437.25 Total	2,437.25	YTD Budget	4,500.00 Unexpended	2,062.75
Repair & Maint Materials			01/01/2020 (00/20) Balance	630-35-53510-350-0				.00
02/06/2020	AP	331	MENARDS - BARABOO **VendorNo: 1605 **Inv. No: 32348-31900334 **Desc: AIR-PAINT-RUNWAY END MARKERS **Inv. Date: 2/6/2020 **PO No:		60.35			
02/12/2020	AP	130	MENARDS - BARABOO **VendorNo: 1605 **Inv. No: 32789-31900334 **Desc: AIR-NAILS, PRIMER,TAPE **Inv. Date: 2/12/2020 **PO No:		37.20			
02/21/2020	AP	611	MENARDS - BARABOO **VendorNo: 1605 **Inv. No: 33539-31900334 **Desc: AIR-SNOW BLOWER OIL/ TRACTOR ANTIFREEZE **Inv. Date: 2/21/2020 **PO No:		30.43			
03/05/2020	AP	238	MENARDS - BARABOO **VendorNo: 1605 **Inv. No: 34557-31900334 **Desc: AIR-CLEANERS **Inv. Date: 3/5/2020 **PO No:		32.89			
03/26/2020	AP	257	MENARDS - BARABOO **VendorNo: 1605 **Inv. No: 36275-31900334 **Desc: AIR-BATTERY POST CLEANER ETC **Inv. Date: 3/26/2020 **PO No:		4.48			
05/06/2020	AP	631	MENARDS - BARABOO **VendorNo: 1605 **Inv. No: 39011-31900294 **Desc: AIR-PIPE, SOLDER,EMERY CLOTH-MECHANIC'S HANGER WATER LEAK REPAIR **Inv. Date: 5/6/2020 **PO No:		24.95			
04/22/2020	AP	672	NAPA AUTO PARTS **VendorNo: 1740 **Inv. No: 379856 **Desc: AIR-LAWN MOWER FILTER **Inv. Date: 4/22/2020 **PO No:		18.19			
04/30/2020	AP	675	NAPA AUTO PARTS **VendorNo: 1740 **Inv. No: 380616 **Desc: AIR-LAWN MOWER -FUEL FILTER **Inv. Date: 4/30/2020 **PO No:		3.23			
05/25/2020	AP	106	JOHN DEERE FINANCIAL **VendorNo: 830 **Inv. No: 14808-052520 **Desc: AIR-MAY 2020- ROUNDUP,BAR OIL,ANTIFREEZE MOWER BLADES **Inv. Date: 5/25/2020 **PO No:		245.56			
05/15/2020	AP	491	BARABOO-DELLS FLIGHT CENTER **VendorNo: 220 **Inv. No: 20243 **Desc: AIR-FIMCO-BLACK PIPE SHUT OFF VALVE, FITTINGS **Inv. Date: 5/15/2020 **PO No:		44.64			
06/17/2020	AP	189	MENARDS - BARABOO **VendorNo: 1605 **Inv. No: 42188-31900334 **Desc: AIR-SHARPIES, SCREWS, WASHERS **Inv. Date: 6/17/2020 **PO No:		13.23			
YTD Encumbrance		.00	YTD Actual	515.15 Total	515.15	YTD Budget	2,000.00 Unexpended	1,484.85

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Repair & Maint - Buildings			01/01/2020 (00/20) Balance	630-35-53510-360-0			.00
04/18/2020	AP	152	MENARDS - BARABOO **VendorNo: 1605 **Inv. No: 37834-31900334 **Desc: AIR-SIDING **Inv. Date: 4/18/2020 **PO No:		42.99		
YTD Encumbrance		.00	YTD Actual	42.99 Total	42.99 YTD Budget	2,000.00 Unexpended	1,957.01
Other Supplies & Expense			01/01/2020 (00/20) Balance	630-35-53510-390-0			.00
YTD Encumbrance		.00	YTD Actual	.00 Total	.00 YTD Budget	1,200.00 Unexpended	1,200.00
Small Equipment Purchase			01/01/2020 (00/20) Balance	630-35-53510-392-0			.00
YTD Encumbrance		.00	YTD Actual	.00 Total	.00 YTD Budget	500.00 Unexpended	500.00
Insurance			01/01/2020 (00/20) Balance	630-35-53510-510-0			.00
01/31/2020	JE	78	JE 01 34 Expense Prepaids - Tank Pollution		3,427.33		
01/31/2020	JE	78	JE 01 34 Expense Prepaids - Airport Liability		3,201.92		
01/22/2020	AP	6	AERO INSURANCE **VendorNo: 51 **Inv. No: CITYOFB-02 **Desc: AIR-TANK POLLUTION- TERRORISM CHARGE **Inv. Date: 1/22/2020 **PO No:		178.10		
06/30/2020	JE	11	JE 06 25 Pay the Airport Property premiums		2,886.50		
YTD Encumbrance		.00	YTD Actual	9,693.85 Total	9,693.85 YTD Budget	8,200.00 Unexpended	(1,493.85)
Rents and Leases			01/01/2020 (00/20) Balance	630-35-53510-530-0			.00
YTD Encumbrance		.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00
Extraordinary Expense			01/01/2020 (00/20) Balance	630-35-53510-742-0			.00
YTD Encumbrance		.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00
Equipment Purchases			01/01/2020 (00/20) Balance	630-35-53510-814-0			.00
02/18/2020	AP	368	CONTREE SPRAYER & EQUIPMENT COMPA **VendorNo: 3608 **Inv. No: 60796 **Desc: AIR-SALT SPRAYER **Inv. Date: 2/18/2020 **PO No:		2,445.00		
01/08/2020	AP	81	CITY OF BARABOO **VendorNo: 493 **Inv. No: 11554 **Desc: AIR-2003 FORD F250 W/SALT SYSTEM **Inv. Date: 1/8/2020 **PO No:		7,200.00		
YTD Encumbrance		.00	YTD Actual	9,645.00 Total	9,645.00 YTD Budget	12,500.00 Unexpended	2,855.00
Land or Land Improvements			01/01/2020 (00/20) Balance	630-35-53510-821-0			.00
YTD Encumbrance		.00	YTD Actual	.00 Total	.00 YTD Budget	13,595.00 Unexpended	13,595.00
Building Improvements			01/01/2020 (00/20) Balance	630-35-53510-822-0			.00
YTD Encumbrance		.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00
Facilities Improvements			01/01/2020 (00/20) Balance	630-35-53510-861-0			.00
01/13/2020	CR	5001333	CREDIT REFUND OF OVERPAYMENT ACCNT Description: CREDIT REFUND OF OVERPAYMENT ACCNT# 6179214683 - WP&L			73.00-	

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YTD Encumbrance		.00 YTD Actual	-73.00 Total -73.00 YTD Budget	.00 Unexpended	73.00		
Equipment Replacement			01/01/2020 (00/20) Balance	630-35-53510-891-0			.00
YTD Encumbrance		.00 YTD Actual	.00 Total .00 YTD Budget	.00 Unexpended	.00		
Cost Allocation			01/01/2020 (00/20) Balance	630-35-53510-900-0			.00
YTD Encumbrance		.00 YTD Actual	.00 Total .00 YTD Budget	.00 Unexpended	.00		
Principal			01/01/2020 (00/20) Balance	630-35-58120-610-0			.00
YTD Encumbrance		.00 YTD Actual	.00 Total .00 YTD Budget	.00 Unexpended	.00		
Interest			01/01/2020 (00/20) Balance	630-35-58220-620-0			.00
YTD Encumbrance		.00 YTD Actual	.00 Total .00 YTD Budget	.00 Unexpended	.00		
Cost Reallocation			01/01/2020 (00/20) Balance	630-35-59210-900-0			.00
YTD Encumbrance		.00 YTD Actual	.00 Total .00 YTD Budget	.00 Unexpended	.00		
Cost Reallocation			01/01/2020 (00/20) Balance	630-35-59263-900-0			.00
YTD Encumbrance		.00 YTD Actual	.00 Total .00 YTD Budget	.00 Unexpended	.00		
Number of Transactions: 241 Number of Accounts: 64					Debit	Credit	Proof
Total Airport:					77,559.04	132,822.38-	55,263.34-

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Interest			01/01/2020 (00/20) Balance		632-10-58220-620-0			.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00		
Other Supplies & Expense			01/01/2020 (00/20) Balance		632-10-59100-390-0			.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00		
Federal Transportation Grant			01/01/2020 (00/20) Balance		632-35-43220-000			.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	-150,000.00 Unearned	150,000.00		
Local Transportation Aid			01/01/2020 (00/20) Balance		632-35-43531-000			.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	-8,333.00 Unearned	8,333.00		
Appropriations			01/01/2020 (00/20) Balance		632-35-47300-000			.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unearned	.00		
Appropriations- City			01/01/2020 (00/20) Balance		632-35-47300-100			.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unearned	.00		
Appropriations-Lake Delton			01/01/2020 (00/20) Balance		632-35-47300-200			.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unearned	.00		
Interest on Investments			01/01/2020 (00/20) Balance		632-35-48110-000			.00
01/31/2020	CRJE	6 JE 01 01	General Int 1000306/MM				21.74-	
02/29/2020	CRJE	2 JE 02 01	General Int 1000306/MM				23.01-	
03/31/2020	CRJE	7 JE 03 01	General Int 1000306/MM				16.30-	
04/30/2020	CRJE	5 JE 04 01	General Int 1000306/MM				20.14-	
05/31/2020	CRJE	3 JE 05 01	General Int 1000306/MM				21.10-	
06/30/2020	CRJE	7 JE 06 01	General Int 1000306/MM				18.23-	
YTD Encumbrance		.00 YTD Actual	-120.52 Total	-120.52 YTD Budget	.00 Unearned	(120.52)		
Sale of Assets			01/01/2020 (00/20) Balance		632-35-48300-000			.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unearned	.00		
Insurance Recoveries			01/01/2020 (00/20) Balance		632-35-48400-000			.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unearned	.00		
Refund of Prior Years Expense			01/01/2020 (00/20) Balance		632-35-48920-000			.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unearned	.00		
Fund Balance Applied			01/01/2020 (00/20) Balance		632-35-49300-000			.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	-8,334.00 Unearned	8,334.00		
Wages			01/01/2020 (00/20) Balance		632-35-53510-120-0			.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00		

CITY OF BARABOO

Detail Ledger - Airport Rev &amp; Exp

Page: 17

Period: 01/20 - 07/20

Aug 04, 2020 08:19AM

Date	Journal	Reference Number	Payee or Description			Account Number	Debit Amount	Credit Amount	Balance
Social Security			01/01/2020 (00/20) Balance			632-35-53510-130-0			.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget		.00 Unexpended	.00		
Retirement			01/01/2020 (00/20) Balance			632-35-53510-131-0			.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget		.00 Unexpended	.00		
Health Insurance			01/01/2020 (00/20) Balance			632-35-53510-132-0			.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget		.00 Unexpended	.00		
Equipment Purchases			01/01/2020 (00/20) Balance			632-35-53510-814-0			.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget		.00 Unexpended	.00		
Land or Land Improvements			01/01/2020 (00/20) Balance			632-35-53510-821-0			.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget		.00 Unexpended	.00		
Building Improvements			01/01/2020 (00/20) Balance			632-35-53510-822-0			.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget		.00 Unexpended	.00		
Facilities Improvements			01/01/2020 (00/20) Balance			632-35-53510-861-0			.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget		166,667.00 Unexpended	166,667.00		
Facilities Improvements-Contra			01/01/2020 (00/20) Balance			632-35-53510-861-9			.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget		.00 Unexpended	.00		
Number of Transactions: 6 Number of Accounts: 21							Debit	Credit	Proof
Total Airport Capital Imprvmnt Fund:							.00	120.52-	120.52-
Number of Transactions: 247 Number of Accounts: 85							Debit	Credit	Proof
Grand Totals:							77,559.04	132,942.90-	55,383.86-

## Report Criteria:

Actual Amounts  
 All Accounts  
 Summarize Payroll Detail  
 Print Grand Totals  
 Include Vendor Number, Invoice Number, Description, Invoice Date, and Purchase Order Number Comments  
 Include FUNDS: 630, 632  
 Page and Total by FUND  
 Exclude ACCOUNTs: All  
 All Segments Tested for Total Breaks

City of Baraboo  
 Airport Fund 630  
 Balance Sheets  
 July 31, 2020 and December 31, 2019

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Assets:	July 31, 2020	December 31, 2019
<b>Current Assets:</b>		
Cash	\$ 59,677.65	\$ 343.67
Accounts Receivable	2,780.17	2,550.44
Prepaid Expenses	-	6,629.25
Advance to Airport Capital Fd	-	-
<b>Total Current Assets</b>	<u>62,457.82</u>	<u>9,523.36</u>
<b>Total Assets</b>	<u><u>\$ 62,457.82</u></u>	<u><u>\$ 9,523.36</u></u>
<b>Liabilities and Fund Equity:</b>		
<b>Liabilities:</b>		
Accounts Payable	\$ 4,358.85	\$ 835.12
Deferred Revenue	-	1,493.76
Advance from General	-	-
<b>Total Liabilities</b>	<u>4,358.85</u>	<u>2,328.88</u>
<b>Fund Equity:</b>		
Fund Balance	565.23	27,055.78
Non-Spendable Prepaid Expenses	6,629.25	6,629.25
Net Revenues/(Expenditures)	<u>50,904.49</u>	<u>(26,490.55)</u>
<b>Total Fund Equity</b>	<u>58,098.97</u>	<u>7,194.48</u>
<b>Total Liabilities and Fund Equity</b>	<u><u>\$ 62,457.82</u></u>	<u><u>\$ 9,523.36</u></u>

**City of Baraboo**  
**Airport Fund 630**  
**Income Statement with Comparison to Budget**  
**For The Seven Months Ending July 31, 2020**

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<b>Revenues:</b>	<b>Current Month</b>	<b>Year to Date</b>	<b>Budget</b>	<b>Percentage of Budget</b>
Federal Transportation Grant	\$ -	\$ -	\$ -	-
Local Transportation Aid	-	-	-	-
Gas Sales	1,015.67	3,079.20	7,000.00	43.99
Landing Fee	46.02	1,477.29	4,000.00	36.93
Appropriations_ County	-	4,100.00	4,100.00	100.00
Appropriations- City	-	39,897.00	39,897.00	100.00
Appropriations-Lake Delton	-	39,897.00	39,897.00	100.00
Interest on Investments	-	83.16	140.00	59.40
Rents and Leases	1,257.34	10,858.72	18,000.00	60.33
Ag Land Rental	-	4,750.00	13,200.00	35.98
Hangar Lot Lease	-	26,468.43	27,000.00	98.03
Hangar Keeper Fee	-	-	-	-
Hangar rental	-	-	-	-
Sale of Assets	-	-	-	-
Insurance Recoveries	-	-	-	-
Refund of Prior Years Expense	-	-	-	-
Miscellaneous Income	-	82.70	500.00	16.54
Proceeds from Notes	-	-	-	-
Fund Balance Applied	-	-	-	-
<b>Total Revenues</b>	<b>\$ 2,319.03</b>	<b>\$ 130,693.50</b>	<b>\$ 153,734.00</b>	<b>85.01</b>

**Expenditures:**

***Airport***

Wages	\$ 102.23	\$ 2,436.60	\$ 9,572.00	25.46
Social Security	7.48	255.24	713.00	35.80
Retirement	8.35	282.57	780.00	36.23
Health Insurance	23.23	622.74	1,624.00	38.35
Life Insurance	-	-	5.00	-
Income Continuation	-	-	-	-
Contracted Services	3,500.00	24,500.00	42,000.00	58.33
Publishing	-	-	40.00	-
Professional Services	1,646.00	9,093.00	15,000.00	60.62
Telephone	60.42	363.44	700.00	51.92
Electricity	-	6,013.02	6,000.00	<b>100.22</b>
Heat	-	1,199.79	1,200.00	99.98
Repair & Maint Serv-Equipment	214.95	1,226.81	9,865.00	12.44
Fuel Station Maintenance	-	499.00	1,000.00	49.90
Repair & Maint Serv-Buildings	-	1,309.76	1,250.00	<b>104.78</b>
Special Services	-	2,000.00	2,200.00	90.91
DOT Maintenance Agreement	-	-	-	-
Repair & Maint Serv-Facilities	-	2,634.69	2,635.00	99.99
Snow Removal & Mowing	-	-	-	-

## Airport Fund 630

## Income Statement with Comparison to Budget (Continued)

For The Seven Months Ending July 31, 2020

Expenditures (Continued):	Current Month	Year to Date	Budget	Percentage of Budget
<b><i>Airport (Continued)</i></b>				
Lighting Repairs	190.00	190.00	400.00	47.50
Runway & Taxi Repairs	-	-	6,405.00	-
Road Repair	-	-	-	-
Other Contracted Services	-	-	-	-
Office Supplies	-	71.21	50.00	142.42
Publications. Training. Dues	-	-	240.00	-
Travel	-	-	60.00	-
Operating Supplies	-	4,829.90	7,500.00	64.40
Gas. Diesel. Oil. Grease	501.34	2,437.25	4,500.00	54.16
Repair & Maint Materials	13.23	515.15	2,000.00	25.76
Repair & Maint - Buildings	-	42.99	2,000.00	2.15
Other Supplies & Expense	-	-	1,200.00	-
Small Equipment Purchase	-	-	500.00	-
Insurance	-	9,693.85	8,200.00	118.22
Rents and Leases	-	-	-	-
Extraordinary Expense	-	-	-	-
Equipment Purchases	-	9,645.00	12,500.00	77.16
Land or Land Improvements	-	-	13,595.00	-
Building Improvements	-	-	-	-
Facilities Improvements	-	(73.00)	-	-
Equipment Replacement	-	-	-	-
Cost Allocation	-	-	-	-
<b>Total Airport</b>	<b>\$ 6,267.23</b>	<b>\$ 79,789.01</b>	<b>\$ 153,734.00</b>	<b>51.90</b>
<b><i>Principal on Notes</i></b>				
Principal	\$ -	\$ -	\$ -	-
<b>Total Principal on Notes</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
<b><i>Interest on Notes</i></b>				
Interest	\$ -	\$ -	\$ -	-
Cost Reallocation	-	-	-	-
<b>Total Interest on Notes</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
<b>Total Expenditures</b>	<b>\$ 6,267.23</b>	<b>\$ 79,789.01</b>	<b>\$ 153,734.00</b>	<b>51.90</b>
<b>Net Revenues/(Expenditures)</b>	<b>\$ (3,948.20)</b>	<b>\$ 50,904.49</b>	<b>\$ -</b>	

City of Baraboo  
 Airport Capital Imprvmnt Fund Fund 632  
 Balance Sheets  
 July 31, 2020 and December 31, 2019

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Assets:	July 31, 2020	December 31, 2019
<b>Current Assets:</b>		
Cash	\$ 115,146.44	\$ 132,169.19
Due from State	1,098.35	1,098.35
Due from Other Cities. Village	-	-
<b>Total Current Assets</b>	<u>116,244.79</u>	<u>133,267.54</u>
<b>Total Assets</b>	<u><u>\$ 116,244.79</u></u>	<u><u>\$ 133,267.54</u></u>
 <b>Liabilities and Fund Equity:</b>		
<b>Liabilities:</b>		
Accounts Payable	\$ -	\$ 17,143.27
Due to State	-	-
Advance from Airport Operating	-	-
<b>Total Liabilities</b>	<u>-</u>	<u>17,143.27</u>
 <b>Fund Equity:</b>		
Fund Balance	116,124.27	124,768.42
Net Revenues/(Expenditures)	<u>120.52</u>	<u>(8,644.15)</u>
<b>Total Fund Equity</b>	<u>116,244.79</u>	<u>116,124.27</u>
<b>Total Liabilities and Fund Equity</b>	<u><u>\$ 116,244.79</u></u>	<u><u>\$ 133,267.54</u></u>

City of Baraboo  
 Airport Capital Imprvmnt Fund Fund 632  
 Income Statement with Comparison to Budget  
 For The Seven Months Ending July 31, 2020

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Revenues:	Current Month	Year to Date	Budget	Percentage of Budget
Federal Transportation Grant	\$ -	\$ -	\$ 150,000.00	-
Local Transportation Aid	-	-	8,333.00	-
Appropriations	-	-	-	-
Appropriations- City	-	-	-	-
Appropriations-Lake Delton	-	-	-	-
Interest on Investments	-	120.52	-	-
Sale of Assets	-	-	-	-
Insurance Recoveries	-	-	-	-
Refund of Prior Years Expense	-	-	-	-
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ 120.52</b>	<b>\$ 158,333.00</b>	<b>0.08</b>
<b>Expenditures:</b>				
<b><i>Interest on Notes</i></b>				
Interest	-	-	-	-
<b><i>Total Interest on Notes</i></b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
<b><i>Capital Losses</i></b>				
Other Supplies & Expense	-	-	-	-
<b><i>Total Capital Losses</i></b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
<b><i>Airport</i></b>				
Wages	-	-	-	-
Social Security	-	-	-	-
Retirement	-	-	-	-
Health Insurance	-	-	-	-
Equipment Purchases	-	-	-	-
Land or Land Improvements	-	-	-	-
Building Improvements	-	-	-	-
Facilities Improvements	-	-	166,667.00	-
Facilities Improvements-Contra	-	-	-	-
<b><i>Total Airport</i></b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 166,667.00</b>	<b>-</b>
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 166,667.00</b>	<b>-</b>
<b>Net Revenues/(Expenditures)</b>	<b>\$ -</b>	<b>\$ 120.52</b>	<b>\$ (8,334.00)</b>	

**Members Present:** Petty, Kent

**Absent:** Sloan

**Others Present:** Mayor Palm, Adm. Geick, Atty. Truman, B. Zeman, C. Haggard, P. Cannon, T. Pinion

**Call to Order** –Ald. Petty called the meeting to order at 6:15p.m. noting compliance with the Open Meeting Law. Moved by Kent, seconded by Petty to approve the minutes of June 23, 2020 and carried unanimously. Moved by Kent, seconded by Petty to approve the agenda and carried unanimously.

### Action Items

- a) **Accounts Payable** – Moved by Kent, seconded by Petty to recommend to Council for approval of the accounts payable for **\$787,567.53**. Motion carried unanimously.
- b) **Uncollectible Write offs** – The Committee reviewed the list of uncollectible indicating \$93.14 of delinquent personal property, \$1,241.44 of accounts receivable, and \$20,139.68 of CDA accounts receivable. Moved by Kent, seconded by Petty and carried unanimously to write off the uncollectible accounts.
- c) **City Administrator Recruitment** – Mayor Palm advised that after negotiations with GovHR, they are willing to re-conduct the search for a new City Administrator at a cost to not exceed \$2,500, for advertising only. Ald. Petty confirmed that the \$2,500 will come out of Fund Balance as an unexpected expenditure. Moved by Petty, seconded by Kent and carried unanimously to recommend to Council for action.
- d) **Carnegie-Schadde Public Library** – P. Cannon explained that USDA requires that we have the following lease documents approved before the loan: A) The prelease agreement between the CDA and The City basically says we are going to do a lease agreement and here are the terms. B) The proposed Lease Agreement between the CDA and the City is the final lease that is enacted once we close on the property and do the final financing. C) The proposed Sublease Agreement between the City and Carnegie-Schadde Memorial Public Library, under (B) allows the City to do a sublease to the Library Board for use of the facility. Per State Statutes, Chapter 43, gives the Library Board certain powers, including control of the facility once it has been given to them. This was approved by the CDA and will be presented to the Library Board on July 21<sup>st</sup>. Moved by Kent, seconded by Petty and carried unanimously to recommend to Council for action.
- e) **TIF 7 & 8** – P. Cannon noted that TIF law allows to incur costs for 27 years. They have changed these laws to allow for an automatic standard extension for 3 years and also allows for an additional technical college 3 year extension. In summary, both of these TIDs can be extended for an additional 6 years. The projection is showing that TID 7, the Teel area, will not have ample increment to payoff existing debt. The extensions will allow the debt to be paid off, pay off the developer, and recover the City's costs of approx. \$265,000. TID 8, the downtown area, is being held afloat by TID 6, which will no longer be able to donate to any TIDs as it will have to be closed in a few years. Moved by Kent, seconded by Petty and carried unanimously to recommend all three documents to Council for action.
- f) **CARES Act** – A) Wisconsin Election Commission (WEC) CARES Act Subgrant Agreement - Clerk Zeman explained that the WEC has awarded \$4.1M in subgrant funds that will assist in offsetting COVID related elections costs. This money can be used towards the additional costs for ballots, postage for absentees, and OT wages. In order to be eligible for the money, we are required to sign the WEC CARES Act Subgrant Agreement. B) Federal Coronavirus Aid, relief, and Economic Security (CARES) Act Funding purchasing – C. Haggard is requesting that the purchasing policy requirement that unbudgeted items be approved by Finance and Council be waived for COVID related purchases. These purchases will still require approval from the City Administrator. Moved by Petty, seconded by Kent and carried unanimously to recommend both items to Council for action.

### Information Items

- a) Baraboo Transit service 1<sup>st</sup> & 2<sup>nd</sup> Qtr. Financial Statements
- b) Airport Financial Statement

**Adjournment** – Moved by Kent, seconded by Petty and carried to adjourn at 6:45pm.  
Brenda Zeman, City Clerk